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	Guru HCM 50-employee minimum.	Guru HCM and Talent 100-employee minimum
Full Service Payroll Software Service		
Payroll Processing	Up to 52 scheduled annual payroll check dates included.	Up to 52 scheduled annual payroll check dates included.
Multi-state payroll	✓	✓
Contractor payments	✓	✓
Update HCM Users	✓, and discounted to $6 PEPM	
Expenses and reimbursements		✓
2-day direct deposit	✓, with credit approval	✓, with credit approval
1 primary position w/ multiple pay rates	✓	✓
Multiple Direct Deposits	✓, includes 2 per person	✓ includes 2 per person
Auto Pays for Salaried Employees	✓	✓
Employees with multiple FEINS & W2s		✓
System Guided Payroll Processing	✓	✓
Geo tax location	✓	✓
Multiple employee worksites		✓
Garnishment payments	✓, $5 per payment	✓, $5 per payment
Safe Harbor Banking	$75 per month	$75 per month
Human Resources Software Service		
ACA Guru	✓	✓
Single Employee Record	✓	✓
Single sign on (Office365 or SAML)		✓
System Notifications and Alerts	✓	✓
Multi-phase, multi-step approval workflows		✓
Privacy laws, right to be forgotten, data retention	✓	✓
Employee document uploads	✓	✓
Vaccine and Testing Health Check		✓
Employee letters		✓
Workforce Events	Standard	✓, custom via professional services
Assets, Education, Certification, Licenses, and Skills	✓	✓
Disciplinary Events	✓	✓
Salary History Tracking	✓	✓
OSHA Tracking	✓	✓
Multiple position management		✓
Salary History	✓	✓
Skills	✓	✓
Supervisor security roles	1 role included	✓
International addresses	✓	✓
Company, location, and department specific security roles		✓

	Guru HCM	Guru HCM and Talent
Time and Labor Software Service		
Web punch	✓	✓
PTO policies and holiday pay	✓	✓
Overtime policy rules	✓	✓
Shift rules (unions)	✓	✓
CA meal break	✓	✓
Time and project tracking	✓	✓
Time off requests and approvals	✓	✓
Assign schedules to Employees	✓	✓
Advanced scheduling	Limited	✓
Shift swaps, auto scheduling, and points		✓
Geo fencing		✓
Kiosks Add badge, biometric, or facial recognition	$100 per month per kiosk; $25 for badge $25 biometric $50 facial recognition	$100 per month per kiosk; $25 for badge $25 biometric $50 facial recognition
Employee Self Service Software Service		
Android and iPhone native apps	✓	✓
Guru Community News Feed	✓	✓
Chat with coworkers		✓
Compensation Statement	✓	✓
Digital pay stubs	✓	✓
Direct deposit changes	✓	✓
Employee profile and Address Changes	✓	✓
Life Event Benefit Changes	✓	✓
Org chart and employee directory	✓	✓
Benefit Open Enrollment	✓	✓
Online Income Verification letters	✓	✓
W2s/1099/1095	✓	✓
Supervisor Approvals	✓	✓
Tax Filing Services		
State new hire reporting	✓	✓
Federal and State tax filings and payments	✓	✓
Local tax filings	$20 jurisdiction per month	$20 jurisdiction per month
Year-end payroll and ACA W-2s, 1094, 1095, 1099s filings	$6.95 each digital employee copies	$6.95 each digital employee copies
Hiring and Onboarding Software Service		
Digital onboarding with e-sign Federal/State W4s, and I9	✓	✓
Digital e-sign handbooks, policies, disclosures, and custom e-docs.		✓
Job Requisition and Job Posting		✓
e-Verify		✓
Employee Benefits Software Service		
Benefit Enrollment	✓	✓
Life Events	✓	✓
Eligibility Management	✓	✓
Automatic Digital Benefit Election Change Form Emails	✓	✓
Health carrier feeds	Emailed change form for Medical, Dental, & Vision	✓ Electronic feeds for Medical, Dental, & Vision
401K match rules	✓	✓
Carrier Reconciliation Tool		✓

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	Guru HCM	Guru HCM and Talen
Talent Management Software Service		
Recruiting, Career Site, and Candidate Portal		✔
Performance Management and Succession Tracking		✔
Coaching and Employee Development		✔
Learning Management		✔
Salary Administration		✔
Pulse Surveys		✔
Badging and Recognition Engine		✔
Reporting Software Service		
150 Standard Reports	✔	✔
Ad-hoc Reporting and Analytics	✔	✔
Advanced Report Authoring		✔ 1 power user included
Web Services		✔
Standard Customer Support		
Help Desk Hours 8:30AM – 7:00PM EST	✔	✔
After hours help desk		$195 per event
Customer Service Account Guru	No	✔ dedicated
Integration Partners and Other Services		
Payroll	Full Service Payroll Included	Full Service Payroll Included
General Ledger	$995	$995
JOYND Integrations	Add On	Add On
Screening One Background Check	✔	✔
WEX COBRA FSA, HRA	✔	✔
Zay Zoon Earned Wage Access	✔	✔
Equifax Verify	✔	✔
WOTC	✔	✔
Human Interest 401K	✔	✔
Implementation Services	**Per Order Form**	**Per Order Form**
Core HCM System, Payroll Processing, ACA, Reporting	✔	✔
Employee Master and Compensation	✔	✔
Position and Organization Setup	✔	✔
Time and Labor	✔	✔
Paid Time Off Accruals	✔	✔
Overtime Rules	✔	✔
General Ledger Setup	Add on	✔
YTD Payroll History Conversion	✔	✔
Onboarding, eSignatures, and e-Verify	✔	✔
Benefit Administration, Eligibility, Enrollment, and Life Events	✔	✔
Advanced Scheduling	Add on	✔
Data Exchanges and Carrier Feeds		$795 per feed
Expense Management Setup		Add on
Health Check Setup		Add on
System Notifications and Alerts	✔	✔
Ad hoc Reporting	Add on	✔
System Training	2 training workshops	4 training workshops
Talent Management Standard Setup		Per EE See Order Form
Kiosk Programming and Setup	$199 per Kiosk	$199 per Kiosk
Payment Terms		
Paid Monthly by bank debit	Required	Required
Contract Term	Annual – e.g. Nov 1 – Oct 31	Annual – e.g. Nov 1 – Oct 31

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	Managed HCM Services	
	Managed Payroll	**Managed Benefits**
Payroll Managed Services		
Dedicated Payroll Manager	✔	
Administer payroll calendars and payroll runs	✔	
Administer off-cycle/manual check requests, calculations, and processing	✔	
Quarter and Year End payroll tax support	✔	
Garnishment administration	✔	
Configure general ledger (GL) interface	✔	
Tax registration setup in new states and localities	✔	
Respond to agency inquiries	✔	
Check and payroll reconciliation	✔	
Managed Benefits Services		
Configuration of Customer's EE benefits		✔
Employee Benefits changes		✔
Open enrollment planning, support and configuration		✔
Life Event Benefit Change Support		✔
Health carrier feed setup (if available)		✔
Health carrier change notices to broker (if carrier feed unavailable)		✔
ACA reporting and filing guidance		✔
Communication recommendations for open enrollment		✔
Quarterly reconciliation reports of medical, dental, and vision		✔
Human Resource Services		
On-Demand HR Resource Library	Per Order Form	
HR Hotline Phone & Email Support	✔	
Annual Handbook Review	Per Order Form	
Job Descriptions	✔	
Salary data by Region	✔	
Federal and State Compliance Laws	✔	
Compliance Posters	Per Order Form	
HR Tech Employee Support		
Tech Support for Employee Self Service and native mobile apps	Per Order Form	
Payment Terms		
Paid monthly by bank debit	Yes	Yes
Contract Term	12 months	12 months

Additional Service Fees

Item	Rate	Billing Event
Employee Technical Support Monthly Minimum Billing Amount. Minimum is waived with Managed Services	$2.00	PEPM min; $599 Per Month
HR Compliance, HR Hotline, Handbooks, and DOL e-posters (supports one state)	$1.00	PEPM min; $50 per month
HR Compliance, HR Hotline, Handbooks, and DOL e-posters (support for all states)	$1.50	PEPM min; $125 per month
Terminated Employee access to check history and W2's.	$900.00	Annual

Payment Per Event Service Fees

Item	Rate	Billing Event
Mailing of Forms, Checks, or Other	Cost + $.50	Per item min. $50
Printed Paper W2 / 1095 forms	$4	Per item min. $50
3+ ACH transfers per Employee	$0.50	Per occurrence
First NSF plus 2.5% of NSF amount	$150	Per occurrence
Subsequent NSF plus 5% of NSF amount	$250	Per occurrence
Late receipt of funds; plus 18% per annum interest (NSF fee applies if any)	$100	Per occurrence
Professional Services (hourly rate, per quote, per project)	$300	Per hour
Additional Payroll Runs (52 Scheduled Check Dates Included)	$100	Per run
Priority Package Shipping	$50	Or actual cost if greater
Late payroll posting (Typically 5PM EST or as defined by PeopleGuru current policy)	100.00	Per occurrence (**)
Notification of Change ACH (NOC)	$50.00	Per item
Positive Pay Exception (Early Check Cashing)	$50.00	Per item
Returned Items, voids, reissue, reversals, and stop payments	$50.00	Per item
Stale-Dated checks voided with funds return to customer – 180+ days	$25.00	Per item
Assisted Payroll Adjustments	$25.00	Per transaction (**)
Assisted off-cycle payroll run	$250.00	Per hour (min $250) (**)
Standard Garnishment Setup	$20.00	Per occurrence (**)
Judgements	$200.00	Per hour (**)
Check Copy	$20.00	Per item (**)
Direct Mailing of Checks or Advice	Postage +$.50	Per item (min $50)
Customer-initiated wire transfers	$50.00	Per occurrence
Next day ACH File processing (requires cleared funds via Customer-initiated wire transfer)	$100.00	Per occurrence
Late receipt of funds; plus 18% per annum interest (NSF fee applies if any)	$100.00	Per occurrence
Manual Data Entry Payroll Tax/Wage Data	$100.00	Per Tax ID plus $5.00 per employee
Manual Data Entry Tax Data	$100.00	Per form per Customer ID per liability data
Additional ACH transfers per Employee (2 included)	$.50	Per occurrence
First NSF plus 2.5% of NSF amount	$150.00	Per occurrence
Subsequent NSF plus 5% of NSF amount	$250.00	Per occurrence

(**) Not applicable with Payroll Managed Services elected.

Tax Filing Per Event Service Fees

Agency Registration Service	$250.00	Per agency (**)
Amended Returns	$250.00	Per agency form (**)
Applied for IDs- first quarter	$75.00	Per agency assigned ID not provided within 30 days (**)
Applied for IDs- subsequent quarters	$150.00	Per 30 day interval- agency assigned ID not provided within 30 days (**)
Copies of Tax Returns, Advice of Debit, or Deposit Reports	$50.00	Per document requested (**)
Inquiry Response- Customer Error Only	$100.00	Per agency notice (**)
Inquiry Response- State Agency Tax Bill	$50.00	Per agency response due to a federal interest repayment (**)
Manual / Reverse Deposits	$275.00	Per deposit (**)
Multiple Worksite Reporting	$100.00	Per report (**)
SSA/IRS W-2 Out of Balance Inquiry Response	$250.00	Per agency notice (**)
Tax Risk & Relief Mitigation Research	$300.00	Per hour (min $300)
Quarterly Tax Management Package	$50.00	Copies of Quarterly Tax Statements per Federal ID per quarter (**)

(**) Not applicable with Payroll Managed Services elected.

Year End Per Event Service Fees

1099 Filing Annual Setup Fee	$100.00	Per legal entity
1099 Filing Fee	$6.95	Per Employee filing
Amended Returns	$250.00	Per agency form

Advances Recruiting Optional Ad-ons

Item	Setup Fee	Monthly Fee
Brands Module (per brand)	$1,000.00	$100.00
Background Screening	$1,000.00	$100.00
Accurate (background screening)	$1,000.00	$100.00
OrangeTree (background screening)	$1,000.00	$100.00
Sterling (background screening)	$1,000.00	$100.00
PointHR (background screening)	$1,000.00	$100.00
Pre Check (background screening)	$1,000.00	$100.00
TalentWise (background screening)	$1,000.00	$100.00
First Advantage (background screening)	$1,000.00	$100.00
Criteria Corp (assessment testing)	$1,000.00	$100.00
OutMatch (assessment testing)	$1,000.00	$100.00
Predictive Index (assessment testing)	$1,000.00	$100.00
First Advantage (Tax Credits)	$1,000.00	$100.00
Equifax (Tax Credits)	$1,000.00	$100.00
Texting Module (includes 50,000 messages/yr)	$500.00	$50.00