

Disaster Recovery Service

Avoid Losing Valuable Data

Can Your Organization Afford to Lose Valuable Data?

Paypro offers two data protection services to ensure that you payroll data is not permanently lost in the event of data corruption, a computer system break-down or through the loss of your payroll records. These services are:

Immediate Response System

This service is offered exclusively to our PC Clients. In the event that your payroll data is corrupt and non-retrievable, you will have the ability to reload our payroll software and your payroll database on any computer and be ready to process payroll within hours.

Every quarter, Paypro will provide you with a disaster recovery CD which will include the most recent version of your payroll software and your database. We recommend that you maintain this CD off-site. In the event of a disaster, you would contact the Paypro support department who will guide you through the process of loading the disaster CD onto your computer and establish a communication line to synchronize the new computer with Paypro's network to upload your payroll processed for the current quarter.



In most instances, you will be ready for processing within 3 hours of calling Paypro. Whether or not your system is off-site or located in another department, we will have that system configured to receive your database via the Internet or via a telephone line.

The fee for this service is \$620 per year, billed quarterly at \$155. All quarterly billing will be posted to your account on the third month of the quarter in the second payroll of the month. If you are currently signed up for this service, your account is automatically renewed and no further action is necessary on your part.

Record Retention System

This service is available to all of Paypro's clients. In the event your payroll records are lost, we will provide record retention of your database for the current calendar year. At your request, we will re-print year-to-date reports such as compensation detail, Y-T-D payroll registers, quarterly tax returns and other reports, which contain year-to-date data.

The fee for this service is \$99 per year and billed on the second payroll processed in the month of June.

*Please note—Paypro will not reproduce every report delivered to you for each payroll during the year.

Learn More

To get started or to learn more about Paypro's Disaster Recovery Services, please contact your Customer Service or Educational Services Rep.

Contact Paypro Today

Website: www.payprocorp.com
Email: inquiries@payprocorp.com
Phone: (631) 777-1100

