



FREQUENTLY ASKED QUESTIONS

5.22.23

Q: Why should I enroll in a payroll service?

A: NRS Purple will handle all your tax withholdings and provide you with the necessary documentation to file your taxes. Business owners who report their employees accurately on a payroll service may qualify for additional government funding and benefits.

Q: Are there any additional fees?

A: There are no hidden fees in our payroll service. The pricing provided includes all the features.

Q: Can I deduct the costs of using this program from my taxes?

A: You may be eligible for deducting certain business expenses. Consult your tax advisor for further details.

Q: When will employees receive their pay?

A: Employers will designate a pay period for employees. Pay periods can run as frequently as needed.

Q: Do employees have to be paid weekly or bi-weekly?

A: Our payroll solution allows employers to set up multiple pay frequencies and process unlimited off-cycle payrolls at no additional charge. During set-up, we'll work with you to add your pay periods and chosen check dates to ensure your employees get paid when needed.

Q: Do all employees need to follow the same pay cycle?

A: No. Employers can customize employees' pay schedules.

Q: Can I pay employees by check?

A: While direct deposit is preferred, business owners can write on-site checks for their employees, with net pay information available in the app.

Q: What if an employee doesn't have a bank account?

A: While direct deposit is our preferred payment method, employees can be paid through pay cards or on-site checks. We'll calculate taxes and withholdings so you know the exact amount going to the employees.

Q: Can I still pay employees in cash?

A: Yes. You can still process the payroll as usual and then provide the net payment to your employees in cash.

Q: Will employees be able to access their pay stubs?

A: Yes, employees can access their pay stubs through their portal accounts.

Q: How long are my payroll records stored in the system?

A: You may retrieve your payroll records from the NRS portal for seven years.

Q: How many employees can I process through NRS Purple?

A: NRS Purple's charges are determined by the number of enrolled employees and are currently available in 3 plans; up to 3 employees, up to 6 employees, and up to 10 employees. If you would like to enroll more than ten employees, please contact us for a custom quote at: purple@nrsplus.com.

Q: Does NRS Purple run background checks on employees?

A: NRS Purple does not perform background checks. Consult a Human Resources professional for assistance in this area.

Q: As a business owner, am I able to pay myself?

A: Being able to pay yourself depends on your company's business structure. Consult a tax advisor or accountant before setting up your employee profile so you can include the earnings specific to your needs.

Q: Do I need an NRS POS to enroll in NRS Purple?

A: Yes. The NRS Purple payroll service is currently only offered to existing NRS customers. Customers must have a Point-of-Sale (POS) from NRS to activate NRS Purple. NRS PAY merchant processing customers are eligible for additional discounts when enrolling in NRS Purple.

Q: What information or documents do I need to set up payroll?

A: Being prepared can help speed up your signup process:

- Business owner's name
- Business name and address
- Federal Employer Identification Number (FEIN)
- 941 from last Quarter or Federal ID Proof
- State Unemployment ID and Rate
- State Withholding ID
- A voided check from the bank account you want to use for payroll and payroll taxes. (Routing Number and Account Number)

