



## Ledgers Educational Services



Protect yourself from potential claims

# *Canadian Payroll Provincial Reference Guide*

## Ledgers Educational Services

Do you spend countless hours trying to understand the rules and regulations surrounding Canadian Payroll and Employment Standards?

Are you frustrated by the time it takes to find the information you need?

Now you can have it all at your fingertips with the Ledgers  
*Canadian Payroll and Provincial Standards Reference Guide!*

You can have your copy of the Provincial Payroll Reference Manual for only \$99

Save More! You can have the Manual for ALL Canadian Jurisdictions for only \$299

Ledgers Educational Services

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Order yours today at [www.ledgers.com/continuing\\_education.htm](http://www.ledgers.com/continuing_education.htm)



Act Now, and we will include the CD-ROM version of the manual free! The CD version links directly to the internet for Provincial Standards web sites, CRA and more! A \$30 value!



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This reference guide has been designed to give a business owner or payroll processor an in-depth understanding of the Employment Standards rules and the proper calculation of payroll information

### The Reference Guide Consists of:

- A 200+ page manual, with sample calculations, forms and more
- References to the applicable section of the local Provincial Employment Standards Act, CRA Guides, and CRA Interpretation Bulletins!
- Hyperlinks to all referenced materials, forms, guides etc.

*Education is the Key to Success,*

*Ledgers is the Key to Education*

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### Major Reference Topics:

- Basic Rules of Canadian Payroll, Social Insurance Numbers,
- Employment Standards Legislation for your Province
- Tax on Income (TONI), including calculations
- EI, CPP, Health Taxes, surtaxes and tax reductions
- Special Status Employees
- Pension Plans, Union Dues and Other Deductions
- Leaves of Absence, Maternity, Family Responsibility and More

### Also includes comprehensive sections on:

- *Taxable Benefits*
- *Employee vs. Self-Employed*
- *Employment Expenses*
- *Terminations, Termination and Severance Pay*
- *Records of Employment*
- *Year End Reporting and Reconciliation*

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***Protect yourself from potentially damaging claims and decisions rendered by the Labour Standards Department, order the Provincial Reference Guide today. One claim can potentially cost a business thousands of dollars!***

*Payroll, The Driving Force of the Canadian Economy*