

Urban League Batch Receipts 2019

CHECK DEPOSIT FORM v.3

General _____ ThriftWorks _____ Grants _____ Other _____

Department Processing Information

DATE: 12/17/19

SOURCE OF FUNDING: Paycom

Special Comments or Instructions

Description of Program: **Refund from paycom Client Code 0K296 - Payroll for 12/16/19**

was over-paid by this amount

Batch # 19 12 AMT OF CHECK/ACH \$1,643.51

Bank Account Deposit Information

Debit – Operating : 3973 - BOA QUICKBOOKS GL # 1010

Credit -- Acct # 1457 - Receivable US Class 451 - USJP Amount \$1,643.51

Credit -- Acct # _____ Class _____ Amount _____

Credit -- Acct # _____ Class _____ Amount _____

Credit -- Acct # _____ Class _____ Amount _____

Posting Date _____ Accountant Signature _____ Stamp Area _____

P Mise _____ R G Ward _____

**Operating: Account Activity Transaction Details****Post date:** 12/17/2019**Amount:** 1,643.51**Type:** Deposit**Description:** PAYCOM PAYROLL L DES:PAYMENTS
ID:471513 INDN:URBAN LEAGUE OF ESSEX
CO ID:1772407000 CCD PMT
INFO:NTE*ZZZ*0K296 WIRE OVERAGE**Merchant name:** PAYCOM**Transaction category:** Income: Paychecks/Salary

Patricia Mise

From: Patricia Mise
Sent: Wednesday, December 18, 2019 3:36 PM
To: Gregory Ward
Cc: Triva John; Joanna Martinez
Subject: RE: Updated payroll for 12.16.19 - Paycom Refund \$1,643.51 on 12/17/19
Attachments: 12.17.19 \$1,643.51 Paycom 0K296 Payroll Date 12.16.19 Overage Return.pdf; 0K296 Cash Req 12.10.19 Pay Date 12.16.19 \$57,367.79.pdf; 0K296 Cash Req 12.13.19 Pay Date 12.16.19 \$55,724.28.pdf

Importance: High

Good afternoon Mr. Ward,

Please see the 1st attachment above. Paycom sent us \$1,643.51 which is a refund for the 12/16/19 USJP Payroll over payment. Please advise on how to credit this on the GL so I can book it asap.

Thanks,

-: Ms. Mise

From: Gregory Ward <gward@ulec.org>
Sent: Friday, December 13, 2019 11:54 AM
To: Triva John <tjohn@nul.org>; Joanna Martinez <jmartinez@ulec.org>
Cc: Patricia Mise <pmise@ulec.org>
Subject: RE: Updated payroll for 12.16.19

Yes, we will monitor it on our end.

Thanks

R Greg Ward, CPA
Chief Finance Officer
Urban League of Essex County
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F. 973-624-9597
C. 908-406-3000
Empowering Communities. Changing Lives.



Urban League of
Essex County

Empowering Communities. Changing Lives

From: Triva John <tjohn@nul.org>
Sent: Friday, December 13, 2019 11:34 AM
To: Joanna Martinez <jmartinez@ulec.org>
Cc: Gregory Ward <gward@ulec.org>; Patricia Mise <pmise@ulec.org>
Subject: RE: Updated payroll for 12.16.19

Good Morning:

The funds were already wired to Paychex yesterday. Can you contact Paychex to ask them to reduce the next payment by the difference?

Thanks,
Triva

Triva John, Vice President Budgets and Grants

212-558-5494

National Urban League

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From: Joanna Martinez [<mailto:jmartinez@ulec.org>]
Sent: Friday, December 13, 2019 11:17 AM
To: Triva John <tjohn@nul.org>
Cc: Gregory Ward <gward@ulec.org>; Patricia Mise <pmise@ulec.org>
Subject: Fw: Updated payroll for 12.16.19
Importance: High

Good Morning Triva,

There was a discrepancy on the payroll processing submitted. After all corrections were done the total cash requirement amount is less. Attached is the new cash requirement report for your review.

Sorry for the inconvenience this may cause.

Thank you.

Cash Requirements Statement

URBAN LEAGUE OF ESSEX COUNTY

Client: K296

EIN: 22-1554540

Transaction #: 5NB0KIMBD

Check Date: 12/16/2019

PAYCOM Impound Date: 12/16/2019

\$55,724.28 should be wired to Paycom on or before 12/13/2019

Items

Checks / Vouchers	158
Additional Direct Deposit Accounts	0

Billing

Check Processing/Tax Service	354.06
Check Stuffing	26.70
Delivery	17.00
Self Service	No Charge
Multi-State Filing	No Charge
General Ledger Report	No Charge
Advanced Reports	No Charge
New Hire Report	No Charge
401(k) Report	No Charge
Total Billing	397.76

Tax Deposits

	Employee Deductions	Employer Liability	Total Deposit
FICA/Social Security	3,220.49	3,220.49	6,440.98
Medicare	753.17	753.17	1,506.34
Federal W/H Tax	1,241.80		1,241.80
New Jersey W/H Weekly-EFT	723.31		723.31
New Jersey EE Suta	-590.64		-590.64
Total Tax Deposits	5,348.13	3,973.66	9,321.79

Paycom Cash Requirements

Net Direct Deposits - Paycom Pay	30,037.70
Taxes - PAYCOM Resp.	9,321.79
Net Checks - Paycom Pay	15,542.17
Garnishment Checks - Paycom Pay	424.86
Payroll Fee	397.76
Total Paycom Cash Requirements	55,724.28

Total Cash Requirements

55,724.28

Footnotes

Cash Requirements Statement

URBAN LEAGUE OF ESSEX COUNTY

Client: K296

EIN: 22-1554540

Transaction #: 5NB0KIMBD

Check Date: 12/16/2019

PAYCOM Impound Date: 12/16/2019

\$55,724.28 should be wired to Paycom on or before 12/13/2019

Reduce 590.64 from NJU for Q3 18 NJ SUTA.

Cash Requirements Statement

URBAN LEAGUE OF ESSEX COUNTY

Client: K296

EIN: 22-1554540

Transaction #: 5N80H2JJG

Check Date: 12/16/2019

PAYCOM Impound Date: 12/16/2019

\$57,367.79 should be wired to Paycom on or before 12/13/2019

Items

Checks / Vouchers	173
Additional Direct Deposit Accounts	0

Billing

Check Processing/Tax Service	382.67
Check Stuffing	28.95
Delivery	17.00
Self Service	No Charge
Multi-State Filing	No Charge
General Ledger Report	No Charge
Advanced Reports	No Charge
New Hire Report	No Charge
401(k) Report	No Charge
Additional Services	22.00
Total Billing	450.62

Tax Deposits

	Employee Deductions	Employer Liability	Total Deposit
FICA/Social Security	3,220.51	3,220.51	6,441.02
Medicare	753.16	753.16	1,506.32
Federal W/H Tax	1,240.34		1,240.34
New Jersey W/H Weekly-EFT	723.31		723.31
New Jersey EE Suta	1,000.00		1,000.00
Total Tax Deposits	6,937.32	3,973.67	10,910.99

Paycom Cash Requirements

Net Direct Deposits - Paycom Pay	29,808.77
Taxes - PAYCOM Resp.	10,910.99
Net Checks - Paycom Pay	15,772.55
Garnishment Checks - Paycom Pay	424.86
Payroll Fee	450.62
Total Paycom Cash Requirements	57,367.79

Total Cash Requirements	57,367.79
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Cash Requirements Statement

URBAN LEAGUE OF ESSEX COUNTY

Client: K296

EIN: 22-1554540

Transaction #: 5N80H2JJG

Check Date: 12/16/2019

PAYCOM Impound Date: 12/16/2019

\$57,367.79 should be wired to Paycom on or before 12/13/2019

Footnotes

Reduced New Jersey SUTA by 1000

Remaining balance of reduction left is 290.64

GL and CR will not match