



## What is a cashplus prepaid gold MasterCard®?

cashplus is a prepaid card. Similar to a 'pay as you go' account, the card must be 'topped up' for an individual to access funds. Employees' salaries are paid directly into their cashplus advantage account through the payroll, ensuring their pay is instantly accessible.

## What are the benefits to your employees?

With a cashplus card, employees currently being paid by cheque will experience many of the benefits associated with owning a debit card - without the need for a bank account.

The cashplus card offers individuals both financial and security benefits as well as greater purchasing flexibility and money management options.

The payroll process remains the same; employees will continue to receive a payslip, they will receive the same amount of pay and they will continue to receive their pay on the same day.

## With wages being loaded directly onto their cashplus card, employees will:

- Benefit financially from no commission charges, which they normally experience cashing cheques.
- Have a safer and more secure alternative than carrying cash.
- Gain access to their money on payday just like their colleagues – and they will be sent a text message to confirm availability.
- Have online access to their balance and spending history – which will help with budgeting.
- Buy online or at any of the 26 million outlets MasterCard is accepted.
- Have easy access to their money via ATMs.

## cashplus delivers more benefits to employees than many other prepaid cards:

**Cash withdrawals** – Employees can withdraw cash from over 1 million ATMs worldwide that display the MasterCard acceptance mark.

**Shop securely online** – Employees can also use the cashplus card as a great way to shop securely on the web and take advantage of discounted prices and exclusive items that the internet often offers.

**Purchase Protection** – The cashplus card is the only prepaid card to offer purchase protection.\* If goods ordered don't turn up or the supplier goes out of business, APS may be able to help cardholders claim a refund.

**Cashback Rewards** – Cardholders can get cashback rewards every time they make purchases and can benefit from discounts at over 700 big name stores. For further information visit [www.cashpluscashback.co.uk](http://www.cashpluscashback.co.uk).

**Top Up** – Unlike other prepaid cards, with ADP and the cashplus card there are no charges incurred by the employee or employer for transferring funds onto the card. As well as having their salary paid into their cashplus advantage account, employees can also top it up – up to a maximum balance of £5,000 at any time provided the employees identity and address have been verified. And it's FREE to top up at over 14,500 places in the UK.

\*As of 8th December 2008



# Payroll Card

*To illustrate how ADP's Payroll Card can help you become an employer of choice, the following demonstrates the benefits you will be offering your employees.\**

Up until recently, Julia Nowak worked as a waitress in a hotel restaurant. Having been unable to open a bank account, her wages were paid to her by cheque. Julia was paying 5% of her hard earned wages on commission fees every time she cashed a cheque. She also had growing concerns over keeping her cash secure and felt financially restricted.

Julia's flat mate found it difficult to open a UK bank account as well but her employer loads her wages onto an ADP Payroll Card every payday. "I have always been a bit envious of my flatmate, well quite a lot really. She receives a text message to say her wages have been paid on to her Payroll Card - she can then draw her money from any ATM machine immediately without having to find an agent to cash her cheque and therefore pays no commission fees. And, because her Payroll Card is a cashplus prepaid gold MasterCard®, she can buy goods in-store, over the Internet and use it abroad wherever she sees the MasterCard sign; she can even check her balance on-line – it seems so unfair!"

It wasn't long before it suddenly dawned on Julia that she had a choice. "Today I start a new job as a waitress at the same growing chain of restaurants as my flatmate; I'm so lucky because vacancies there are becoming rare."

\*The illustration above is fictitious and is designed to demonstrate the benefits of a payroll card as perceived by ADP. Similarities to actual events or persons are entirely coincidental

Visit: [www.cashplusadvantage.co.uk](http://www.cashplusadvantage.co.uk)

0800 180 4994 [www.uk.adp.com](http://www.uk.adp.com)

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# lower cost alternative

ADP's Payroll Card facility offers a **lower cost** alternative to paying employees' wages by cheque. This highly efficient method delivers clear **advantages to your business** by removing the costs and administration effort associated with generating cheques for employees who do not have a bank account. ADP's Payroll Card also **offers great employee benefits** that can help reduce their costs and increase their motivation; enabling you to become an **Employer of Choice**.



**Julie Masters and Nigel Ford are HR and Finance Directors for a large restaurant chain. Their key focus is to contain costs without jeopardising customer satisfaction or employee motivation.\***

*They identified that cheque generation was costing the business considerably.*

*"We have a fair few employees who have difficulties opening a bank account and so pay them by cheque. If you allow for administration processes, bank charges, stopping and reissuing cheques and even delivering them, it was costing us about £30 to issue a single cheque. With 50 weekly paid employees, our costs were exceeding £78,000 a year."*

*"The solution was easy, we adopted a Payroll Card facility. Now we simply issue these employees with an e-voucher that enables them to open a cashplus advantage account and receive a cashplus prepaid gold MasterCard®. For us it is just the same as paying wages to an employee bank account through BACS and we will spend no more than £500 this year – a huge saving! It's been a big win for our employees too, they are very happy, motivated and retention has increased – helping us to become 'an employer of choice'.*

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## What are the business benefits of providing a Payroll Card?

Paying employees by cheque is both costly and time consuming. In addition to fees your bank may charge, the administration effort involved can stretch internal resources whilst manual processes can often result in errors. As a guide, a single cheque can cost a business £20-£50, whilst the Payroll Card option costs a nominal one-off amount per employee.

### Replacing cheques with ADP Payroll Card facility means:

- All processes are driven by payroll.
- Time spent on cheque authorisations will be saved.
- Cost and effort of stopping and issuing replacement cheques will be removed.
- Bank Statement reconciliation for payroll cheques will no longer be required.
- Errors that can often occur through keying amounts into cheque printing software will be eliminated.
- The financial and security benefits experienced by employees helps boost their morale.
- Reduce risk of fraud and lost cheques.

## How simple is it to implement?

Really simple! – having completed the appropriate contract, electronic employer check and notified employees that they will soon be offered a cashplus advantage account

1. You will then need to purchase enough 'e-vouchers' to cover the number of employees you wish to pay through the advantage account. (Minimum purchase blocks of 25 vouchers).
2. You will then pass an e-Voucher to each employee you have identified, which contains a 16 digit registration code.
3. Using the 16 digit code, each employee registers online at [www.cashplusadvantage.co.uk](http://www.cashplusadvantage.co.uk). This only takes 2 minutes to complete.
4. The employee will receive a cashplus MasterCard within 3-5 days.
5. On receipt of the card the employee must activate the card online at [www.cashplusadvantage.co.uk](http://www.cashplusadvantage.co.uk) and then pass the card details to you so you can pay their salary into the account.

## Who are APS?

Advanced Payment Solutions Ltd (APS) is a leading international prepaid card provider. APS Financial Ltd (AFL) is the issuer of the cashplus prepaid gold MasterCard® and is authorised and regulated by the Financial Services Authority ([www.fsa.gov.uk/register](http://www.fsa.gov.uk/register))

APS is the most awarded prepaid card company in Europe. They have issued over 300,000 cards and paid over £250,000,000 into accounts, making them one of the UK's leading prepaid card providers.

Thanks to their experience in the prepaid card market, they are able to offer a wide range of benefits such as Cashback Rewards and Purchase Protection.



ADVANCED PAYMENT SOLUTIONS