

To: Northeast Dairy Foods Association, Inc. Members
From: Bruce W. Krupke, Executive Vice President
Date: February 17, 2011
Subj: Partnership Approved

ADP has recently become a member our association's vendor supplier group the Northeast Dairy Assoc. They have been approved as an authorized supplier for the association. I would like to provide you with information regarding ADP from their representative Mark Lukasiewicz.

You may not be aware of the various laws and regulations regarding the management of your business and with having employees. For example, electronic tax filing and depositing, new hire reporting, worker's compensation, wage garnishments, and unemployment insurance requirements are a few of the regulations that pertain to business owners. *Businesses with even 1 employee are subject to these laws.*

Automatic Data Processing (ADP) has formed a marketing agreement with Northeast Dairy Foods Association to provide members with a free payroll service evaluation. ADP provides affordable payroll, tax, and human resource management services. **The ADP Program Includes:**

- Over 60 years in Payroll & Employer Services, AAA rated
- Federal, State & Local tax filing
- Flexible Input Methods: Internet, Telephone or iPhone App.
- Free Direct Deposit
- Free Overnight Delivery
- Labor Law Poster Update Service
- General Ledger Interface to most accounting systems
- New Hiring Reporting
- Online Reports & Employee Access to Paystubs
- Human Resource Help Desk
- Employee Handbooks
- Instant Pre-Screens/ Background Checks
- Group Health & Workers Comp
- **Exclusive NDA rates & Promotions!**

Please contact Mark today to receive a **FREE up-to-date labor law poster** with your payroll evaluation. He looks forward to speaking with you! His contact information is:

Mark Lukasiewicz, NDA Relationship Sales Manager

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Thank you for your consideration of this association approved service.

Bruce W. Krupke, Executive Vice President