

*You gain an entire
HR, payroll and safety
department for the cost of
a regular payroll service.*

Sparta Leasing Group has a foundation of over twenty years of experience in the human resource, risk management, payroll, regulatory compliance, safety and Outsourcing (EO) arena throughout North America. During this time we have always strived to provide our clients with unsurpassed experience and customer satisfaction. With our expertise in the areas of governmental compliance and employee related risk we have saved our clients thousands of dollars as well as prevented many fraudulent claims from being paid out.

Although we are not the largest, we firmly believe that because of our size we are able

to provide our clients with a better experience because of the personal attention given to each and every client. Our philosophy of growth through referral has always insured that clients get the attention they deserve, because let's face it without you we don't exist. At SLG you're not just a number, you are part of a partnership that's final goal is to increase profitability and limit employee risk. We believe by investing time and labour into claims management, comprehensive employee benefits, accurate and timely payroll, employee orientation, policy and procedures then at the end of the day both SLG and the client financially benefit.



Why Use a Professional Employer Organization?

- Control Costs
- Focus on core competencies
- Ensure regulatory compliance
- Keep and attract employees with expanded benefits
- Safety training and inspections
- Workers' Compensation Investigation and Corrective Actions Management
- Employee data management
- Reduce payroll and accounting costs
- Offer advanced Human Resources services including employee handbooks, company policies, safety coordinator, payroll department, etc.
- Reduce employee/employer liability
- Gain an off-site Human Resource department
- Professional new hire orientation
- Improved work-site safety
- Improved employer/employee communications
- Professional assistance with employment related issues
- Gain a Safety and Wellness department
- Recruiting and screening
- Gain a Payroll department
- An entire HR, payroll & safety department for the cost of a regular payroll



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simplifying
**HR, Payroll
& Safety**

Outsourcing

Consulting

Support

Payroll

Safety

WCB

SOLUTIONS

- PAYROLL
- TAX REMITTANCE AND AUDITS
- HR DEPARTMENT
- RECRUITING AND SCREENING
- WCB CLAIMS MANAGEMENT
- WCB CLAIMS INVESTIGATION
- SAFETY ORIENTATIONS/TRAINING
- BENEFITS ADMINISTRATION
- HARASSMENT/DISCRIMINATION
- OUTSOURCING

SLG at work for you

CONNECTING YOUR BUSINESS TO THE PAYROLL, SAFETY AND HR RESOURCES YOU NEED

SLG is a professional service organization that provides payroll, human resource, risk management, Administrative Outsourcing (AO), Employee Outsourcing (EO) and workplace safety consulting, training, program planning and implementation.

Our services give you remarkable flexibility in meeting the needs of your company as well as we have the resources and depth to respond to

clients quickly. That means you can be confident that SLG will provide you with unsurpassed expertise and customer service.

SLG's professional service team includes highly innovative and talented professionals who provide consulting, employee training, employee outsourcing and our unique payroll, HR and safety management process.

Flexible Solutions for your business needs



PAYROLL SOLUTIONS

The following services are included at no extra charge to help your payroll department become more streamlined and cost effective;

- Direct Deposit
- E-stubs
- Cheque
- Tax Calculation and Remittance
- Payroll Report Generation
- Vacation Accrual and Tracking
- Benefits Deductions and Remittance
- Unlimited-size company payrolls
- Labour/job distribution
- Up-to-date MTD and YTD data

TAX PAY & FILE

Never worry about missing a deadline or being penalized for an error. With SLG's Tax Pay and File Service, we will assume all responsibility for timeliness and accuracy.

- Tax deposits are made on time – **GUARANTEED**
- Quarterly and year-end tax forms are completed and filed on time – **GUARANTEED**

Corporate Philosophy

SLG traces its origins back to 1988. Our integrity, efficiency, and foresight have established our reputation and form the cornerstones of our firm. The values in place at SLG have been cemented through the combined principles and experience of our staff, which commands a professional knowledge pool exceeding twenty years of experience. SLG's primary objective is to develop long-term relationships with our Clients and our Employees. Proud to service industry leaders, SLG recognizes the uniqueness of your demands and listens



carefully to your needs; we thoroughly research all options to find the perfect fit for your organizations requirements

OUTSOURCING SOLUTIONS



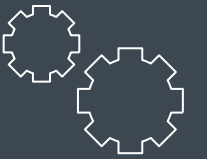
The EO Division of SLG provides comprehensive human resource, risk management & payroll solutions for small to medium size businesses. As an employer you become bogged down toiling over payroll, employment taxes, workers' compensation, employee garnishments, quarterly reports and employment insurance claims and taxes. By using the services of our EO Division you can spend more time marketing your business, generating customers and stay on top of the day-to-day operations.

When you use the services of our EO Division we take over the time consuming paperwork,

provide employee benefits, handle all workers' compensation, provide safety inspections and in most cases even save the client money. Our EO Division also provide employee manuals, safety manuals, policies and procedures as well as safety training, all tailored to your needs. Instead of having to retain a lawyer on employment laws and safety issues our EO Division handles these issues at no extra cost.

It's as simple as creating a mutually beneficial partnership whereby SLG absorbs your organizations employees and contracts them back. SLG makes its money from doing what it does best, controlling the risk and cost associated with having employees.

It's a win-win situation for all involved. The client wins by shedding its employee liability and saving money in the workers' compensation, human resource and payroll administration areas. The employee wins by gaining a better benefits package, a better working relationship with the client and a human resource department as a mediator.



CUSTOM SOLUTIONS

With over twenty years experience, service and accuracy has been our priority. Our associates deliver effective solutions and provide dedicated and experienced customer support. Payroll, HR and Safety is customized to what best suits your organizations needs



PAYROLL SOLUTIONS

SLG's Payroll Division offers customized payroll solutions for businesses of all sizes and industries. From basic payroll processing to integrated solutions incorporating payroll processing, human resources, time and attendance, and employee benefits, we have the answer for you.

With over twenty years experience, service and accuracy has been our priority. Our associates deliver effective solutions and provide dedicated and experienced service.

SAFETY SOLUTIONS

With over twenty years experience at working with federal and provincial-level regulations and standards help ensure that all legal requirements for worker safety are met. Our Safety and Wellness Coordinator will audit your facilities and work-sites to identify situations that are likely to draw OHS or WorkSafeBC attention, and be on-site during regulatory inspections. We also help you develop a work-site specific written safety program, standards, policies, procedures, and training programs based on regulatory requirements.