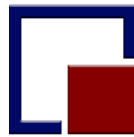


Custom Made Solutions



Joining the Cornerstone Family

We have a large family culture, so when you join the family, you get treated like family. As a client of CornerstonePEO, our industry experts become an extension of your business. We are here to help you and your team conquer day-to-day tasks such as processing payroll, filing employment taxes, administering benefits and even solving major HR challenges pertaining to compliance.

Offering a multitude of services to our valued clients, we can custom tailor any solution to match the specific needs of your business.



New Client Onboarding

Our team is thrilled to welcome you aboard! Each new client is assigned a Client Service Representative who is there to help navigate the onboarding process and answer any questions you may have. Your CSR will be your main point of contact with CornerstonePEO.

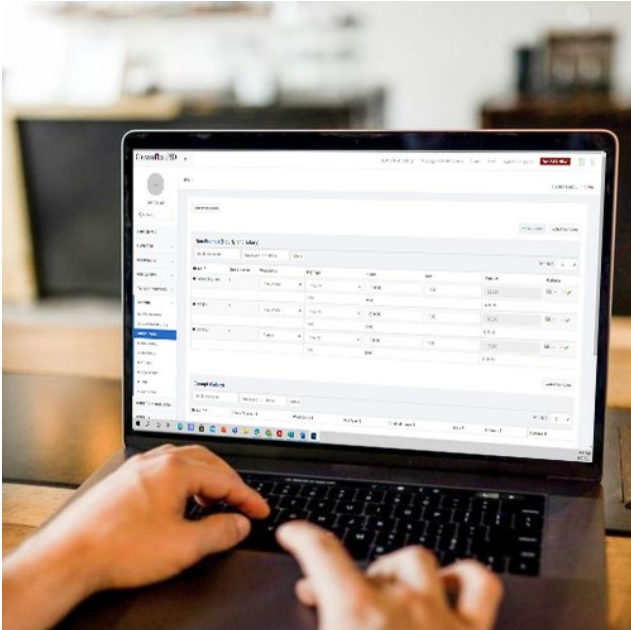
- ✓ Easily set up your Cornerstone account with the services you are using
- ✓ Facilitates the electronic onboarding of employees
- ✓ Provides training on the employee and employer self-service portals
- ✓ Choose from multiple payment methods including direct deposit, pay cards, or paper checks



Payroll Processing & Employment Taxes

Once onboarding is complete you will be ready to run payroll. We will run and process the first payroll with you to ensure accuracy and there are no issues.

At Cornerstone, we have a dedicated Payroll Team that will be responsible for overseeing the processing of your payroll every pay cycle. Our team will ensure that you remain compliant with local, state and federal regulations. We are also responsible for paying all employment related taxes on your behalf. Easily submit your payroll online, through email, or as a file from your time clock.



We Make Things Easy

- ✓ Ensuring state & federal compliance
- ✓ Allocating wages to different departments, client projects, or cost items
- ✓ Process complex payrolls including certified payrolls for government projects
- ✓ Withholding, reporting, and remitting federal and state payroll taxes
- ✓ Year end audits and W-2 distribution to employees
- ✓ Employee online self-service portal for viewing pay stubs and employment documents

World-class Payroll Software

By utilizing Worklogic EPS, our software is very user friendly and simple to use. Easily track your employees' pay stubs, hours worked, and pay types every payroll period. Our software makes adding any deductions or garnishments seamless. All taxes are then automatically calculated based off current tax rates and which state(s) your employees worked in, ensuring a complete and accurate payroll.

Since our software is compatible with Microsoft Office, reports can easily be generated and exported to give you insights on your payroll data. Our software is also cloud based so your data is always safe from hackers or breaches.





Human Resource Management

The Cornerstone PEO Team is composed of experienced and accomplished HR professionals. Our team will create custom tailored solutions specific to you and your business needs, so you can effectively manage your workforce. We'll provide you with the proper tools to help maintain legal compliance and get the most out of your employees.

When partnering with us, we will provide guidance on employment regulations and employee relation issues. It's very easy to add, remove, and track which employees are active with a seamless employee onboarding process into our system. With decades of experience in the industry, we'll be able to help you make informed decisions while navigating each stage of the employee lifecycle. We also help navigate and secure Employment Practices Liability Insurance (EPLI), which cover expenses of potentially costly claims filed against you for employment related practices.

Unmatched Guidance



Every one of our clients is assigned a Client Service Rep. Your personal CSR will be there to help navigate you through any problems as well as answer any questions you may have. We do this so our CSR knows your business and can easily identify any issues.

A personalized touch is what sets Cornerstone apart from other PEOs. You are able to contact and talk with a real person to help you through any challenges in real time.

HR Made Better

- ✓ Hiring, corrective action and termination expertise
- ✓ Employee training tools and custom employee handbooks
- ✓ Automatic employee garnishments to maintain compliance
- ✓ Federal compliance with EPLI, ADA, and FMLA
- ✓ Employee electronic onboarding with real time employee data





Workers Compensation & Risk Management

At Cornerstone, we believe the best way to avoid work injuries and claims is to mitigate risks before they occur. That's why we'll help you create a formal safety program specifically for your business. Our risk management department helps by identifying potential risks, brainstorming practical solutions and develops an implementation plan for training. By putting our proposed plan into practice, claims will significantly decrease.

We wish claims would disappear forever, yet sadly, that's not the case. At Cornerstone, we oversee the claims management process, workers' compensation compliance, audits, paperwork, and certifications. We can't promise claims will drop to zero but we can make acquiring workers compensation easier and cheaper. A majority of our clients were able to significantly drop their experience modifier while maintaining a safer workplace, thus saving them money.



We're in this Together

You can count on CornerstonePEO aggressively managing claims in the areas of workers' compensation insurance and unemployment. When you partner with us, you enter into a co-employment relationship.

This means, in most cases, a workers' comp or unemployment claim goes against Cornerstone's experience modifier, not the client's. This is one of the greatest benefits of the co-employer relationship, and one of the greatest reasons we want to limit claims as much as possible.

Keeping you Safe

- ✓ 24 Hour claims reporting
- ✓ Resources and expertise to help you mitigate risk and maintain compliance
- ✓ Fraudulent claim prevention and investigation
- ✓ Return to work and safety meeting assistance
- ✓ Pay-as-you-go payment structure with no money down





Employee Benefits

We work to understand the specific needs and budget of your business to help establish the best benefits package to your valuable employees. A robust benefits package not only decreases employee turnover but, it allows you to attract top talent. By partnering with CornerstonePEO, you are able to secure the same benefits packages usually reserved for Fortune 500 companies, at a fraction of the price.

Our in Benefits Team becomes an extension of your business. As the Agent of Record, our team administers the benefits program on your behalf. We manage the payroll deductions and benefit elections, ongoing open enrollment, and the handling of plan questions and changes. We also pay the carrier on your behalf, making the benefits process as hands-free as possible. Our team of experience professionals also ensures ACA compliance, including the reporting and tracking of eligibility to avoid employer-responsibility penalties.

Multiple Plans for Your Needs



Medical Insurance



Dental Insurance



Vision Insurance



Disability & Life Insurance



Prescription Pharmacy Plan



Supplemental Insurance



Retirement Savings Plan



Accident Insurance



Social Media Background Checks



Pet Insurance

Providing Value for Your Valued Employees



Multiple plans and carriers to choose from



Guaranteed issue medical rates—the price you see is the price you get regardless of group size or demographic



Voluntary offerings available to supplement any and all medical plans