

Community First New Forest

Payroll Services

Name of organisation

Membership number

Contact name and address

.....

Tel. no. Number of employees

Frequency of payroll: Weekly / Fortnightly / 4 Weekly / Monthly
Other (please state)

How is your payroll currently run?
(please tick)

- Manually
- On a computer (i.e. spreadsheet or payroll software)
- Another bureau
- Not yet paying staff
- Other (please state)

Are contributions to a pension scheme deducted through payroll?

Yes / No

Please send the completed form to:

*Payroll Services
Community First New Forest
Public Offices
65 Christchurch Road
Ringwood Hampshire BH24 1DH*