

Fairs FlexNet ~ Accounting and Payroll help with CFSA accountability

When CFSA helps out with your office work, you and your staff can spend more time running your fairground!

What is Fairs FlexNet?

Fairs FlexNet is what we call our accounting and payroll/human resources computer services program. It's comprised of *AccountNet*, offering everything from accounts payable and general ledger to fixed asset service modules; and *PayNet*, which facilitates payroll and human resources management.

We're proud to say that as of November 10, 2010, 45 California fairs are using individually tailored versions of FlexNet and nQativ Solutions' (previously Compu-Share) fully-integrated, Windows-based proprietary software. This software is known for its flexibility and versatility, making it a perfect partner for FlexNet!

Fairs FlexNet is Customizable

You pay only for the modules and services you need today, adding or subtracting as your needs grow or change.

Your information is safely stored on CFSA's network servers. For security, our servers are backed-up daily and the backup tapes are safely stored off-site.

Here's another benefit:

AccountNet users don't need to report their fairs' PST withholdings to CFSA; we can easily pull the information off our servers. In addition, because the Division of Fairs and Expositions, and the California Department of Food

and Agriculture's auditors are on board with nQativ, your annual Year-end Statement of Operations (STOP) can be built directly into your FlexNet program.

AccountNet Features and Benefits

When you subscribe to AccountNet, you'll have full access to nQativ's most recent upgrades. Have a technical question? CFSA's in-house experts have the answers. Best of all, our computer whizzes understand the fair business as well as computers, so they can give you tips and advice that apply directly to your specific needs and challenges.

AccountNet Modules:

- General Ledger
- Accounts Payable
- Accounts Receivable
- Fixed Assets
- Purchase Orders
- Payroll and Human Resources
- Even more specialized services

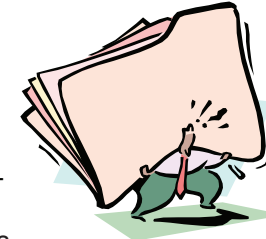
Using nQativ's tailoring codes, you can change the performance of each module, or the appearance of a screen so the report or database it represents conforms to your business requirements.

In addition, all of nQativ's modules are fully integrated. Entries into the Purchase Order module, for example, are automatically entered in Accounts Payable and General Ledger as well. Another plus, nQativ software is designed for the multiuser office. It provides built-in safeguards to prevent two people from working in the same file at the same time, along with limited access to menu selections that could damage data if run concurrently.

AccountNet ~ What's the Cost?

CFSA charges \$50 an hour for accounting services. All you need to do is to appoint a contact person at your fair to provide us with the information we need each month to complete the services you've requested.

There are dozens of variations and savings benefits with AccountNet; talk to CFSA to develop the best program for your fair.



The Story Behind PayNet

In response to requests from fair management for a better way to do fair payrolls, our Computer Services and Finance teams began researching ways CFSA could step in and help. Our goal

was to find an alternative method that was not only more efficient, but also more cost effective than the systems and processes fairs were then using.

After examining what we'd learned from our own research plus perceptive input from our pilot-program fairs, CFSA rolled out PayNet, a comprehensive payroll and human resources management system that now uses versatile nQativ software.

Thanks to CFSA's not-for-profit structure and nearly 25 years of fair experience, the PayNet program provides all of the same services as a commercial payroll processing company – at a fraction of the cost!

In addition, as a pass-through agency for the Department of Personnel Administration, CFSA – unlike a commercial agency – is authorized to provide the services DAAs need to meet state agency requirements, such as the Part-time, Seasonal, Temporary (PST) Employee Retirement Program, the Alternative Retirement program (ARP), and deferred compensation program administration (including deduction calculations and all reports).

You'll find PayNet program prices on the other side of this brochure.



As Your Fair's Needs Grow, PayNet's Intuitive Features & Capabilities will Stay In Step - Introducing Activity Payroll!

We work closely with the development team at nQativ and as a result, nQativ is currently working on a module we call "Activity Payroll" especially for California's fairs!

Activity Payroll will include a fully integrated human resources module valuable for tracking sick leave and vacation time, accrued and used. Because fair employees tend to come and go as needs arise during fairtime and in-between, this new module features a perceptive system of built-in rules designed to keep track every employee, updating his or her personnel files when returning to work. Here's what PayNet and Activity Payroll can do for you and your fair's employees:

We'll enter pertinent employee information

- ~ Personnel data: name, social security number, address, W-4 and salary information.
- ~ Direct deposit authorizations.
- ~ Employee W-4 deduction information.
- ~ All other relevant payroll deductions such as PST, deferred compensation, PERS and union dues.
- ~ All current-year employee payroll information for the months prior to your fair's enrollment in PayNet.
- ~ All personnel timecard information.
- ~ Any personnel changes.

And provide you with:

- ~ Printed paychecks and/or pay stubs for employees, plus copies for your records.
- ~ Completion of all direct deposits, tax withholding deposits, and related reports.
- ~ All quarterly and annual tax reports, W-2s, and deferred compensation and PST calculations and reports.
- ~ Bimonthly payroll payment journal and general ledger journal entries.
- ~ Bimonthly check register reports.

Payroll data is always available for your fair to review and/or print out, and check signing authority stays with the fair.

PayNet Prices

Monthly costs (two pay periods):

No. of fair employees	Cost
1-5	\$75
1-30	\$125
Each additional employee	\$1.25
Three or more payroll periods: per employee, per month	\$2.50

Initial set up:

- By 3/31/current year: \$150
- After 3/31/current year: \$300

Please note: There may be additional costs to your fair such as long distance phone and fax charges from the phone company.

Fairs FlexNet



AccountNet & PayNet

Flexible

Accounting &

Payroll Assistance

If you have any other questions about Fairs FlexNet, AccountNet or PayNet, please call Rick Wood at 916/263-6147 email: rwood@cfsa.org

