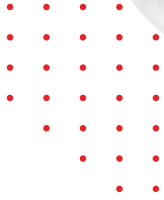


The logo for Zoho Payroll, featuring the word "ZOH" in colorful, 3D block letters (Z in red, O in green, H in blue, O in yellow) followed by the word "Payroll" in a black sans-serif font.

ZOH Payroll

Transforming payroll to be stress-free

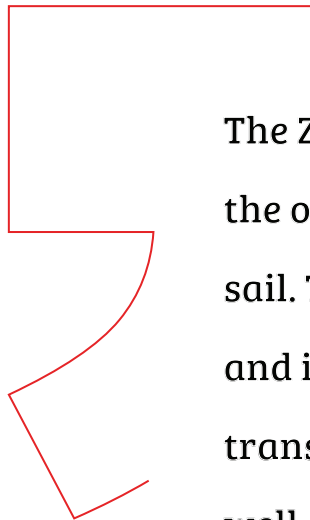
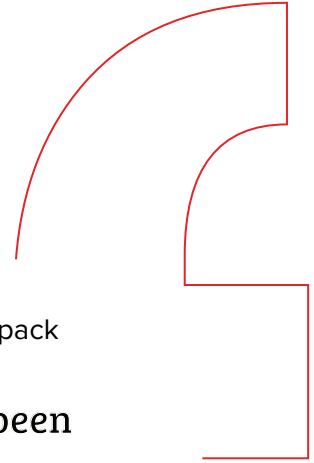


HIRAL PANCHOLI

Director of operations, Swastik Technopack

The overall experience has been great with Zoho Payroll. It's easy to set up, has a polished user interface, and a fantastic support team.

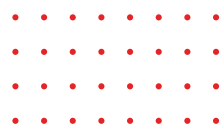
Automated payroll accounting with Zoho Books, and direct salary payments with ICICI bank makes Zoho Payroll stand out.



The Zoho Payroll support team made the on-boarding process a smooth sail. The product can be self-learnt and is very insightful. It follows a transparent procedure with well-structured employee data.

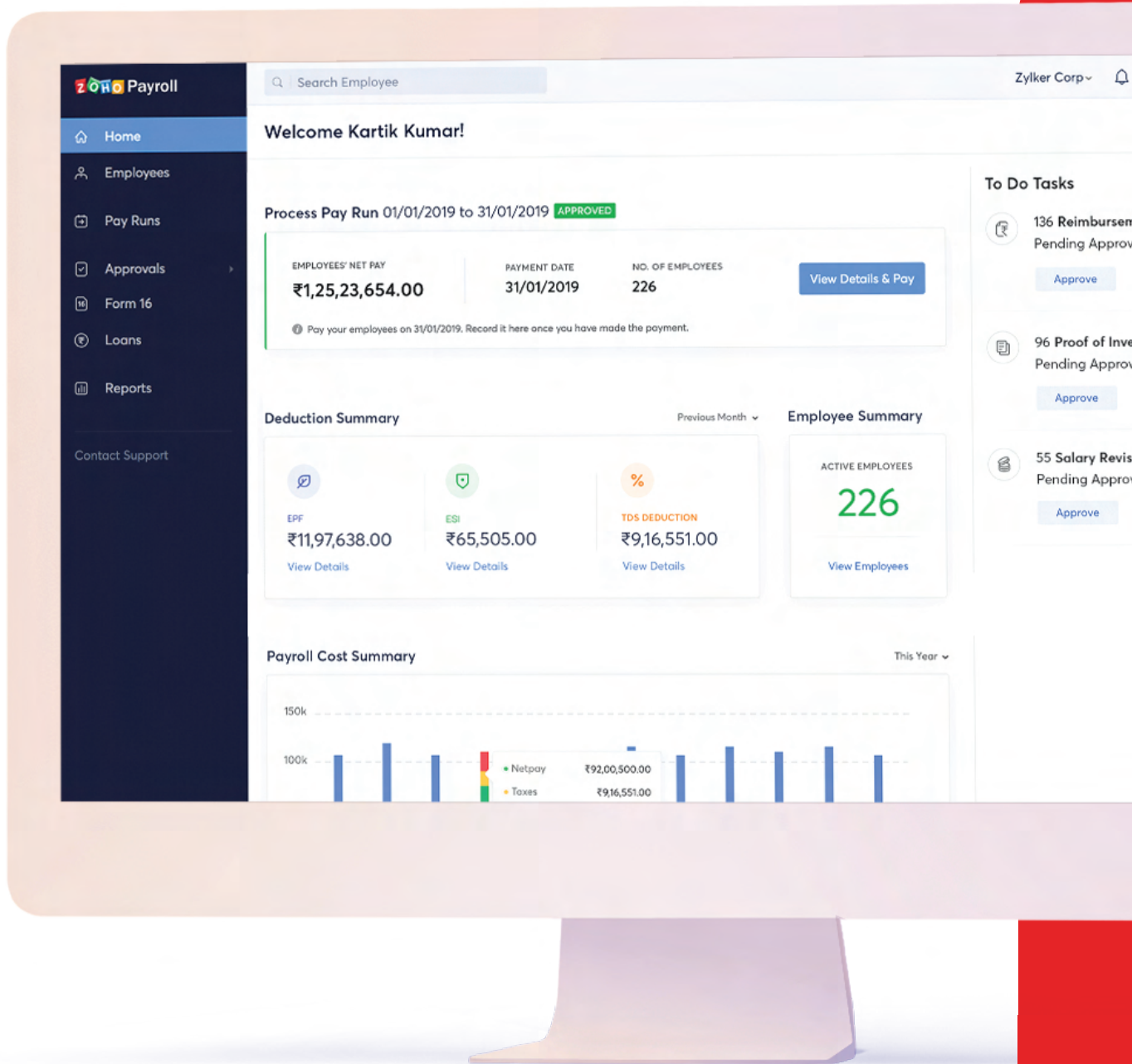
GAYATRI BRAHMA

Manager-HR, Designstring Solutions



Meet Zoho Payroll

Integrated and cloud-based payroll software crafted for your business—Zoho Payroll helps you automate payroll calculations and statutory deductions so you can quickly pay employees online.



Refreshingly simple payroll that you will love



Minimal learning curve

Get the hang of Zoho Payroll in no time. A clutter-free UI, contextual feature hints, and an intuitive user experience ensures that you'll know your way around the product quickly.



Simple yet thorough setup

Organize and set up Zoho Payroll according to your organization's policy. From diverse salary structures and pay schedules to granular user access controls, you can make our program work exactly the way you want.



Compliance is key

Zoho Payroll has been designed to comply to all statutory Indian payroll laws. Keep your business on legal footing with accurate tax deductions for EPF, PT, LWF, and ESI—and don't forget automatic IT deductions.

Reduced workload for payroll staff

Skip collecting mountains of reimbursement receipts and investment proofs manually. Our self-service portal allows employees to submit their investment proofs directly into the application. Payroll staff can now add real-time comments, avoiding the hassle of back-and-forth emails.



A bridge between HR and Accounting

Free your HR department from repetitive work and increase productivity. Zoho Payroll connects HR and Accounting, so you can complete the payroll accounting process automatically.



Practical and insightful data

Get audit-ready with automatically generated reports that deliver actionable insights about your payroll. Understand your tax liabilities, payroll costs, and more. Automate internal audits with scheduled and timely reports sent to your auditors.

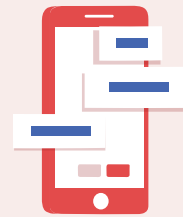
Empowering you to tackle payroll better

From getting payroll ready to closing out the pay period, Zoho Payroll keeps the process organized, easy, and efficient.

1

Employee onboarding

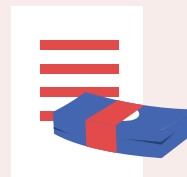
Import, add, and auto-sync employee details in seconds regardless of your workforce size. Accelerate employee onboarding with premade salary templates.



2

Custom salary components

From top executives to interns, you can choose earnings, allowances, deductions, reimbursements, and flexible benefit plans according to your organization's policy.



3



Pay schedule

With its clean and sleek interface, Zoho Payroll lets you easily pick your organization's payday and pay schedule so employees always know when to expect their salary.

4



Leave and attendance

Generate accurate leave data as LOPs for each employee effortlessly through our integrated leave management system, or bulk import leave information directly into Zoho Payroll.

5



Multiple work locations

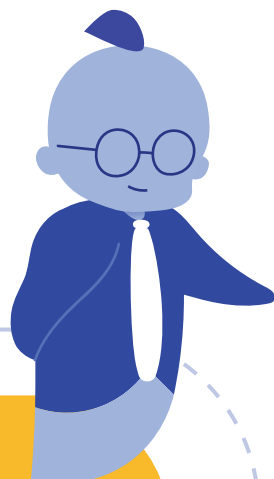
Distribute the same perfect payslips across all of your branches in different states, fully compliant with individual state laws.

6



Systemized administration

Payroll administrators get all the tools they need to get things done on time. Create user roles with unique permissions for your payroll staff, set deadlines for collecting proofs, and more.



Enhanced payroll integrity

Granular user roles

Differentiate roles played by each department to eliminate unauthorized access.

Secure collaboration

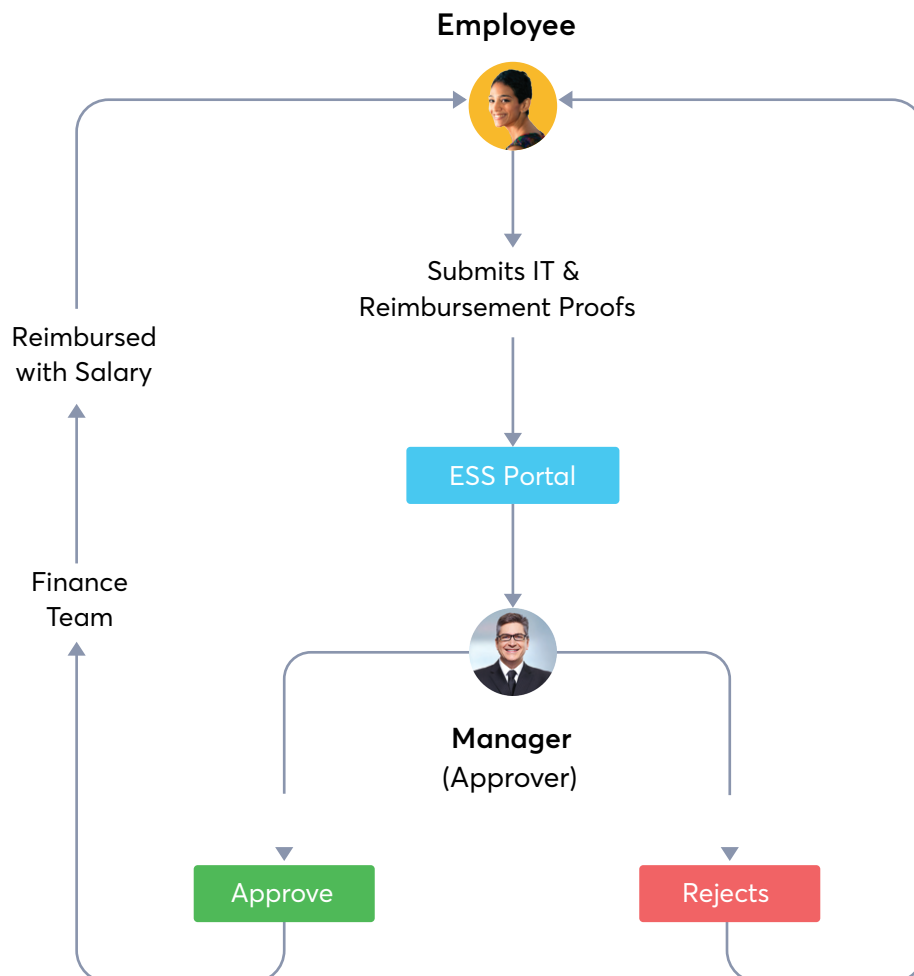
Present the same interface but let payroll staff see only what they need to based on their roles.

Audit trail reports

Know what's happening across your payroll department even when you are away.

Pre-defined approval workflows

Auto-triggered approvals ensure that employee requests are processed only after validation.



Powerful payroll automation

Zoho Payroll makes It easy for you to get payroll ready yourself, but automations make it even easier to complete your payroll activities on time.

Here's what Zoho Payroll does automatically



Computation

Zoho Payroll factors in all earnings, salary revisions, deductions, and bonuses you've defined for your employees and calculates employee salaries automatically.



Salary payments

Zoho Payroll has joined hands with ICICI bank so you can initiate salary transactions without leaving the app.



Payslip distribution

Automatically send password protected payslips and tax worksheets online as soon as each pay run is completed. During the tax season, Form-16 can be generated and shared online as well.

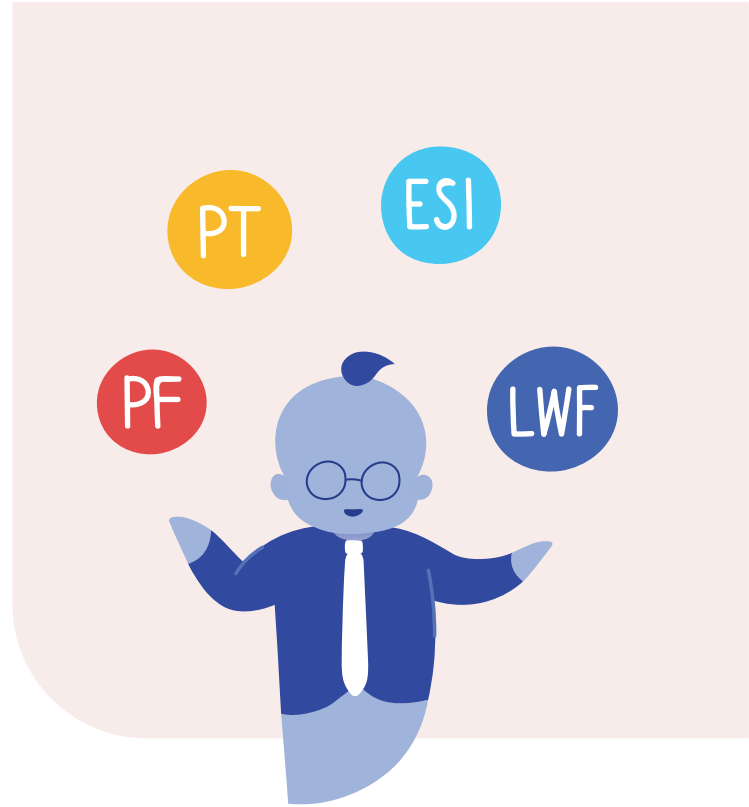


Payroll accounting

Salaries are one of the biggest expenses for your organization. Integrate Zoho Payroll with Zoho Books and automate this arduous accounting process.

Statutory Compliance

Zoho Payroll makes taxes less taxing for Indian businesses. You can apply appropriate tax deductions, calculate mandatory government contributions, and share tax-compliant payslips.



✓ Adapt to changing tax laws

Stay confident of making accurate tax deductions always. Changing tax laws, interim budget updates, customized pay runs, multiple salary components, and multiple employee pay grades are all easily accounted for.

✓ Control PF contributions

Zoho Payroll allows you to choose the earning components that have to be included in your PF computation. You can also override each employee's contribution at a rate of your choice.

✓ Customizable statutory components

Choose statutory components that are applicable for your organisation. With Zoho Payroll you can tag the right statutory components (PF, PT, LWF, and ESI) for each employee.

✓ Location based statutes

Whether you have one office location or multiple branches across India, Zoho Payroll calculates professional tax, and labour welfare fund according to the local state regulations automatically.

Payroll Reporting

Steer your business clear of legal hassles, and maintain a clean statutory record with pre-formatted reports for faster tax-filing.

Payroll Overview

Get detailed information about your payroll costs. Generate reports, from employee salaries and reimbursements to overall payroll costs, in a single click.

Statutory reports

Maintain your clean statutory compliance record and generate reports for the tax authorities whenever called for. Zoho Payroll generates a summary of your EPF, ESI, and Professional Tax instantly.

Zoho Payroll

Search Employee

Reports

- Payroll Overview**
 - > Payroll Summary
 - > Employees Pay Summary
 - > Employees' Salary Register
 - > Payroll Liability Summary
 - > Reimbursement Summary
 - > LOP Summary
- Statutory Reports**
 - > EPF Summary
 - > EPF-ECR Report
 - > ESI Summary
 - > ESIC Return Report
 - > PT Summary
 - > PT Monthly Statement
 - > PT Annual Return Statement
- Deduction Reports**
 - > Deductions Summary
 - > Post-Tax Deductions Summary
 - > Pre-Tax Deductions Summary
- Loan Reports**
 - > Loan Outstanding Summary
 - > Loan Perquisite Summary
- Taxes and Forms**
 - > Tax Deduction Summary
 - > Form 24Q
- Payroll Journal**
 - > Payroll Journal Summary
- Activity**
 - > Activity Logs

Contact Support

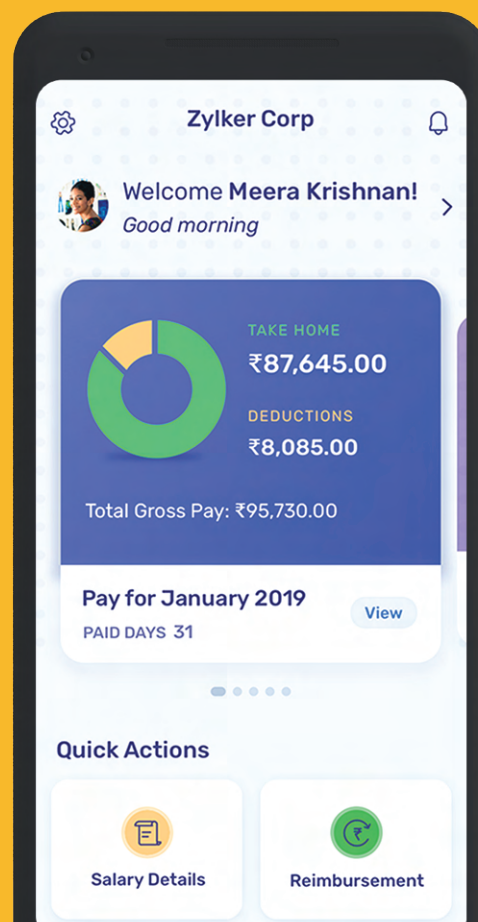
An employee-friendly portal

Zoho Payroll is equipped with a simple and secure self-service portal that helps employees stay informed.

- ✓ **Download** payslips, TDS worksheets, and Form-16
- ✓ **Submit** IT declarations and Proof of Investments
- ✓ **Claim** reimbursements and attach receipts
- ✓ **Ask** clarifying questions in real-time to payroll admins
- ✓ **Receive** notifications for proof submission deadlines and updates
- ✓ **Track** loans and repayment summary

Bringing mobility to payroll

So employees can access their payroll information from wherever they are.



Advanced functions for a hassle-free payroll



Variable pay

A one time payment can be included or excluded as part of CTC.



Bulk import/export

Transfer your payroll information for all employees in one go.



Past employment

Compute the right taxes for all of your lateral hires.



Switching mid-year

A one time payment can be included or excluded as part of CTC.



Online bank transfer

Use our auto-generated bank details to send salaries directly to your employees bank account.



E-sign Form-16

Digitally sign your Form-16s with our tailor-made e-sign app.



Informative dashboard

View upcoming payruns, to-do tasks, and deduction summaries in one place.



Employee termination

Manage exit formalities, along with full and final settlement for all parting employees.



Perks and benefits

Reward great work with benefits besides your employees' salaries.

Embrace connected technology

Encourage department cooperation, and avoid working in silos. Our integration between Payroll, HRMS, and Accounting apps lets you experience both payroll and administrative efficiency.



Employee profiles and leave/attendance data is auto-synced as LOPs from Zoho People.

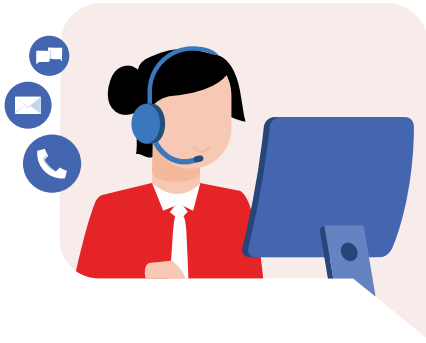


Payroll journal entries are posted automatically to Zoho Books.



Switch between integrated applications with the same login. Forget multiple passwords.





What else do you get?

Instant, customer-friendly support for Zoho Payroll.

Onboarding consultation

You're not alone. We are happy to help you get started.

Try first, pay later

You can explore our app with access to all features in a **30-day free trial** before deciding if we are a good fit for your business.

Simple
straightforward pricing

₹ 50

per employee per month billed annually



zoho.com/in/payroll



support@zohopayroll.com
sales@zohocorp.com

