

Estimated Tax Savings

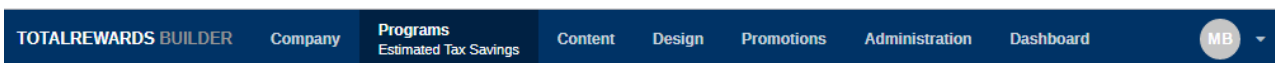
Last Modified on 12/04/2019 3:36 pm EST



What is Estimated Tax Savings?

These are the pre-tax dollars that employees have for being with your company, this shows the value of paying for benefits or contributing to retirement.

By default programs are set to hide on zero. This means if a given employee does not participate in a pre-tax benefit, it will not show up on their statement. If you would like to have an estimated tax savings benefit appear on all employee statements even if they have a zero value, select **Show on zero** in the drop-down menu.



Go to **Programs**, then choose **Estimated Tax Savings** from the drop-down menu to **create** and **modify** estimated tax savings programs

Estimated Tax Savings

New Program

1	Medical Insurance	Show on zero			
2	Dental Insurance	Show on zero			
3	Vision Insurance	Hide on zero			
4	Health Savings Account	Hide on zero			
5	Flexible Spending Account	Hide on zero			
6	401k Savings Plan	Hide on zero			

Save

Click **New Program** to add and enter a name for your program

Estimated Tax Savings

New Program

1	Unnamed	Hide on zero			
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Save

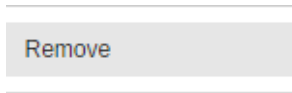
Once you added the benefit, you can choose **Show on zero** on the drop-down menu to display the estimated tax savings benefit on all employee statements even if they have a zero value

Estimated Tax Savings

New Program

1	Medical Insurance	Show on zero			
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Click **Gear** to remove, then choose **Remove** and on the pop-up window hit **Delete Program** button



Click Up and Down **arrows** to reorder



Click the **Save** button to ensure changes will not be lost

