



SmartPay Payroll Certification e-Form

Welcome to SmartPay! The SmartPay Business Solution gives payroll providers the ability to offer Pay-As-You-Go for Workers' Comp with any client, insurance agent or carrier. Below is a list of data SmartPay requires.

The left column lists the SmartPay fields. **The fields with orange(*) are mandatory.** If your file contains the indicated field, check the box and enter the corresponding name in the right column if they differ. Please refer to the [Field Descriptions & Requirements Form](#) when completing this Worksheet. Thank you for becoming a SmartPay Certified Payroll Provider!

Please Fill out and complete the following e-form and click the "SUBMIT" button at the end of the document.

SmartPay Certification for Payroll Provider

SMARTPAY FIELD	AVAILABLE	.CSV COLUMN HEADER
Payroll Company ID*	<input type="checkbox"/>	
Check Date*	<input type="checkbox"/>	
Class Code*	<input type="checkbox"/>	
FEIN*	<input type="checkbox"/>	
Payroll Period Start Date*	<input type="checkbox"/>	
Payroll Period End Date*	<input type="checkbox"/>	
Policy Effective Date*	<input type="checkbox"/>	
Policy Expiration Date*	<input type="checkbox"/>	
Employee Number*	<input type="checkbox"/>	
Subject Wages*	<input type="checkbox"/>	
Template*	<input type="checkbox"/>	
Work in State*	<input type="checkbox"/>	
Insured Name	<input type="checkbox"/>	
Policy Number	<input type="checkbox"/>	
Payroll Frequency	<input type="checkbox"/>	
Employee First Name	<input type="checkbox"/>	
Employee Last Name	<input type="checkbox"/>	
Executive Status	<input type="checkbox"/>	
WC Inclusion Status	<input type="checkbox"/>	
Hire Date	<input type="checkbox"/>	
Termination Date	<input type="checkbox"/>	
Class Description	<input type="checkbox"/>	
Gross/Base Wages	<input type="checkbox"/>	
Regular Hours	<input type="checkbox"/>	
Overtime Premium	<input type="checkbox"/>	
Overtime Hours	<input type="checkbox"/>	
Severance	<input type="checkbox"/>	
Tips	<input type="checkbox"/>	
Excluded Wages	<input type="checkbox"/>	

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