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There are [payroll mistakes that benefit employees](#), as well as those that benefit employers. But either way, a mistake is a mistake.

If you come across any type of mistake, such as overpaying or underpaying employees, it is imperative to act fast, discuss the situation with your workers, and provide a remedy that will allow both parties to put this in the past.

Most established companies have a [payroll service in place](#). This allows them to take

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schedules.

- Failing to accurately account for and pay the necessary taxes.
- Misclassifying an employee as an independent contractor. The [IRS can help](#) you avoid this mistake.
- Not including gifts and bonuses on employees' annual W-2. Remember that holiday bonus you gave the sales team? What about the gift cards you handed out to your customer service reps? It may not sound like a big deal, but the fair value must be reported.
- Ignoring a garnishment request. You don't want to deal with this as a new business owner, but you aren't given the option. If you receive a garnishment request, such as by the IRS, make sure you comply. You don't have a choice.

New companies have a lot on their plate, which is one of the reasons why they are more likely to make a payroll mistake. Don't fall prey to one of the situations above. Instead, know your obligation as an employer and do whatever it takes to implement the appropriate payroll system.

[Originally published on the SurePayroll blog: <http://blog.surepayroll.com/most-common-payroll-mistakes-among-new-companies/#sthash.i5kVvceW.dpuf>]

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