



*Human Resource Experts*  
**employees only**

# Employees Only Your Human Resource Department



**Need Help Managing Your  
Human Resource Needs?**

## What We Do

Employees Only is comprised of a team of Human Resource Experts who can take over full or partial management of your Human Resources Department.

## Why Outsource Employee Management?

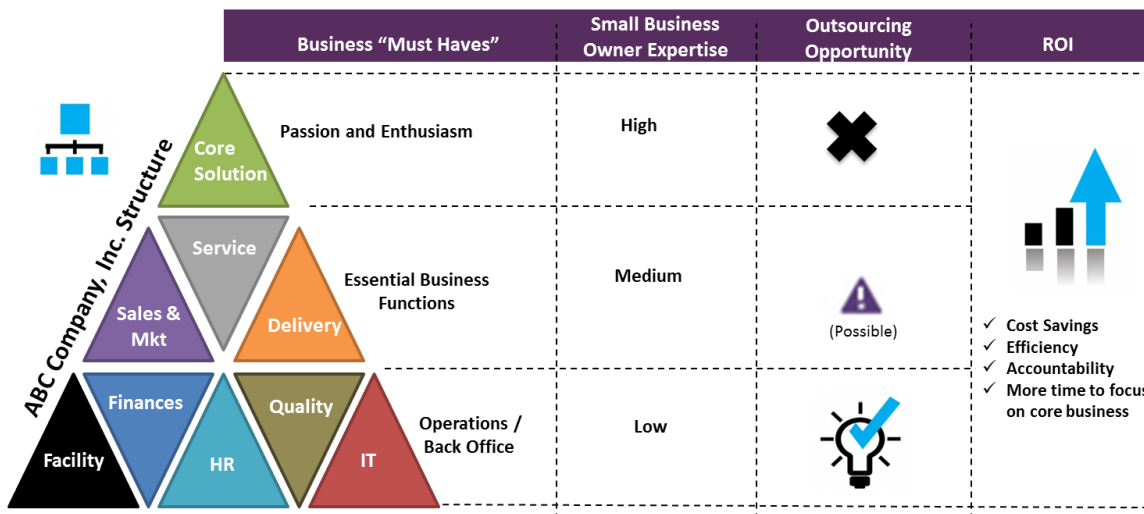
Simply put, today's business owners are busy running their business and do not have time to stay on top of the ever changing rules, laws and compliance issues related to employee management.

A simple solution exists, outsource part or all of your HR needs to a 3<sup>rd</sup> party provider who specializes in small business solutions such as payroll, benefits, HR, tax administration and compliance.

By doing so, small business owners can offer their employees big company type of benefits such as 401k, health/dental/life plans, insurance, etc. all while saving costs by not having to administer the programs.

## How Does it Work?

As depicted below, businesses have a niche product or solution that they offer. However, as the company grows so does the need to manage tasks that may be unfamiliar to a business owner. These tasks might include payroll, HR issues, tax codes, etc. The below diagram shows where an outsourcing solution would fit into the overall management of a company.



## The Advantages of Working With Us

You can rely on Employees Only for superior service in all of these HR specialties, handled by qualified experts and licensed benefit professions:

- Benefits Administration
- Employee Administration
- Employee Relations Matters
- Government Compliance
- Risk Management

### Improved Health Care Coverage

Since we provide administration to thousands of workers, our experience allows us to provide better health insurance options – helping you attract and retain employees.

### Comprehensive 401(k) Retirement Plan

- A variety of high-profile investment funds
- Flexible 401(k) that is IRS compliant
- Structured to provide matching options
- Plan testing provided by Employees Only

### Custom Plans and Superior Service

We provide custom benefit plans and other services tailored for your company.

Our Service Delivery Model uses a “single point of contact” approach that is supported by an entire team of Benefit, HR and Payroll Professionals that have decade’s worth of compliance and strategic solution expertise.

## Client Testimonials

“Employees Only offers access to a full-service, outsourced HR Department....As a business owner, this translates to lower overhead costs”

**President, Property Maintenance, Inc.**

“We used a team of staff members to select a vendor to provide HR services for our city. With the proactive HR service model that has improved our systems, everyone wants credit for bringing Employees Only to the table”

**Current Emergency Manager**

## About Us

Employees Only (EO) was established in 1996 with a primary focus on supporting the growth of Michigan organizations through outsourcing non-core employee administration.

We currently service clients across multiple industries. Our clients have employees in over 20 states and we work with European companies doing business in the U.S. We have a staff of experienced HR, Benefits, Payroll, Workers Compensation industry professionals that manage and support our clients.

## Fast Facts

- ✓ Founded in 1996 | Headquartered in Rochester, MI
- ✓ Our solutions typically generate 5% to 15% in annual cost savings to our clients
- ✓ Work with companies from 3 to 300 employees while maintaining a 93%+ client retention rate
- ✓ Offer proprietary health and benefit plans not available anywhere else through strategic partners like Guardian, Lifestyles and Legal Shield
- ✓ Industry leader with most HRO awards in Michigan for HR Best Practices, 1<sup>st</sup> HRO provider to institute a client scorecard and offer access to the best technology within HRO



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