

Q. Why do I need to contract with a payroll company to pay my G5 domestic worker?

To ensure WBG G4 employers are complying with all federal, state, and local employment laws and paying required taxes on behalf of the employee, a certified tax service must be used to certify G5 domestic employee timecards and pay G5 employees directly.

Q. What will these payroll companies do?

Payroll providers will certify biweekly timecards, securely pay domestic workers directly by electronic fund transfer, collect and pay all necessary employment taxes, and complete all required end of year state and federal tax filings.

Q. Which companies do I have to choose from to do my G5 payroll?

- A. [Homework Solutions](#)
- B. [GTM Payroll Services](#)

Q. When do I have to start using a payroll service if I don't use one now?

G4 employers not currently using a payroll provider must secure a contract effective January 1, 2018 with one of the approved payroll providers immediately. The G5 registration interview will not be scheduled until the G4 employer submits the G5 Payroll Certification document to HR Operations including confirmation of a contract effective January 1, 2018.

Q. What will HR do if I refuse to use a payroll service?

Non-compliance with all G5 employment requirements may result in the loss of your ability to keep your G5 employee or request a new G5 employee in the future.

Q. If I already pay a company to do taxes/payroll, do I need to change to a new company?

All WBG G4 employers of a G5 domestic employee must use one of the two contracted companies to manage payroll and taxes: Homework Solutions or GTM Payroll Services.

- If you are already contracted with one of the two approved companies, you may remain with that company.
- If you are using a company other than one of the contracted companies, you may remain with them until the end of the tax year (December 2017) and then you must contract with one of the two companies starting January 1, 2018.

Q. Is the Bank paying the fee for their required services?

The contract is between the G4 employer and the payroll services provider. The G4 employer is responsible for all tax and payroll preparation costs, they cannot be passed to the G5 domestic worker.