



- Vedicsoft payroll cycle is semi-monthly i.e. every 15 days. Our payroll dates are 1st and 16th of every month.
- Copy of payroll schedule is available at Vedicsoft website at Employee Corner.
- If we received timesheet after payroll run date than the unpaid hours will be included in next payroll cycle.
- First payroll with Vedicsoft will always be a manual paycheck. If you have provided bank information than Direct Deposit will start from your 2nd payroll.
- We recommend all employees to sign for direct deposit of pay.
- ADP takes one payroll cycle to update any changes done to direct deposit information.
- Once you receive your first paystub, Vedicsoft recommends you to verify your home address , social security number, first name, last name, tax state, W4 exemptions, etc.
- Employee needs to fill a new W4 to do any changes to his tax exemptions or Martial status.
- Copy of W4 form is available at Vedicsoft website at Employee Corner.
- Employee need to fill and sign the W4 form and fax it @ 732-906-3210 ATTN Payroll Department.
- Employee's taxes will be withheld as per their work state in payroll. If Vedicsoft is not register in that state where employee is working than by default it will be deducted as per NJ State.
- Currently Vedicsoft is register in 31 states of United states.