



# SIGNATURE

BACK OFFICE SOLUTIONS  
EMPLOYMENT. SIMPLIFIED.



Signature Back Office Solutions, established in 2006, provides specialized back office services to staffing and search firms across all 50 states. As a trusted Employer of Record (EOR), we ensure full compliance with local, state, and federal regulations.

Our exceptional service is reflected in our Net Promoter Score of +83, indicating high client satisfaction. Recognized by Inc Magazine as one of the 5000 fastest-growing companies, we are committed to delivering excellence in back office solutions.

We are growing massively, and Signature has been vital in helping us reach our growth. They have allowed me to scale at a ridiculous rate.

- Founder, Current Customer  
★★★★★

I truly appreciate the support this team has provided for so many years. Always responsive, professional, and ready to assist. Lifesavers, in many cases! Thank you!!

- AVP, Current Customer  
★★★★★

#### Memberships



☎ 866.480.4531

1460 TL Townsend Dr # 104 | Rockwall, TX 75032

[signaturebackoffice.com](http://signaturebackoffice.com)

## Services provided:

Credit/risk review of new customers

Onboarding (W2 and 1099)

Employee benefits

Gross Profit calculator

Web-based time collection and approval

Payroll

Payroll funding

100% Gross Profit Advance (weekly)

Client invoicing and collection

Workers' compensation coverage

General Liability, professional Liability, cyber and other insurance

Wage garnishments and state/local tax payments/filings

Unemployment filings/claims

Gross Profit reporting

Client Portal

Dedicated service team

## Why companies choose Signature:

- ✔ Expansion of service to multi-state clients immediately
- ✔ Difficulty in funding payroll (no line of credit, client concentration, an attractive alternative to factoring)
- ✔ Add contract staffing to an existing Executive Search firm as a value add for their current clients
- ✔ Accelerate the timeline for a startup staffing company to quickly get off the ground
- ✔ Create focus on finding and placing talent, not back-office time consuming tasks
- ✔ Outsource employer obligations (onboarding, insurance, benefits, worker's comp and/or unemployment claim, etc.)
- ✔ Relieve the burden of state registration, reporting, and compliance
- ✔ Transfer of employment risks

## Employee Benefits include:

Health insurance

Dental insurance

Vision

Short-term disability

401(k)

Flexible Spending Account

Term life insurance

Supplemental insurance (accident, cancer, critical illness, hospital)