



Interactive Payroll Reporting Instructions

LWCC[®]

How Workers' Comp Is Supposed to Work



Go to www.LWCC.com and click on “login to Interactive” at the upper right-hand side of the screen. Then, login to LWCC Interactive and select Online Payroll Reporting from the Policy Info drop-down menu.

LWCC.COM | FREE RESOURCES | HELP | CONTACT LWCC | MY ACCOUNT | COMPZONE

Instant access to your information

Agency Policy SEARCH

Agency Policy

Policy Info Agency Info Claims Info Safety & Loss Prevention CompZone Reports

Interactive Customer Service Section

Interactive Customer Service Section. This section allows LWCC employees to view the agent or policyholder information by entering the agent or policy number in the appropriate box.

any inquiries regarding the information on *LWCC Interactive*, the data you see on your screen (once you enter the number) is identical to the information that customers will see when they access *LWCC Interactive*.

ust complete a User Registration form and be issued a user ID and password before they can access *LWCC Interactive*. is should be directed to the downloadable registration form at www.lwcc.com (click on "click here for more info" beneath

ds or password changes should be directed to extension 2849.

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javascript:GoToUrl("REPORT_PAYROLL_V3"); Local intranet 100%

Payroll Reporting Forms Access

Policy Number : 12345

Status: Active

You may submit your payroll exposure or make corrections on previously submitted payroll reports by selecting a reporting month from the list below.

Payroll Month	Status	Due Date
08/01/10 - 09/01/10	Not Reported	09/26/10
07/01/10 - 08/01/10	Reported	
06/01/10 - 07/01/10	Reported	
05/01/10 - 06/01/10	Reported	
04/01/10 - 05/01/10	Reported	

Click on the payroll month that needs to be reported.

You can access a previously submitted report to make corrections until the policy period has been audited.

Policyholder Payroll and Premium Report

Insurer: LWCC

P.O.Box 61005
New Orleans, LA 70161 - 1005

Policy Number: 12345

Status: Active

Insured: Policyholder

To complete the report, please enter the number of employees and gross payroll. Use the tab key to move within the report. Please do not use commas to separate the dollar value.

For assistance completing this payroll report or with any other questions, please feel free to [e-mail](#) or call us at 877-592-2869.

Payroll Report No: 5 **Report Id:** 1910570 **Enter payroll for the period:** 08/01/10 - 09/01/10 **Due Date:** 09/26/10

Manual Class Code	Manual Class Description	Number of Employees	Reportable Payroll	Rate per \$100 of payroll	Premium
Premium Period: 08/01/10 to 09/01/10		Click for: Overtime Information		Overtime Calculation	
Location: EXQUISITE STONE LLC, Saint Rose					
0059-Standard Employee	Disease Loading	<input type="text" value="1"/>	<input type="text" value="900"/>	0.22	<input type="text" value="2"/>
1803-Standard Employee	Stone Cutting or Polishing NOC	<input type="text" value="2"/>	<input type="text" value="2000"/>	13.19	<input type="text" value="264"/>
5348-Standard Employee	Tile Stone Mosaic Terrazzo Work	<input type="text" value="3"/>	<input type="text" value="3000"/>	6.81	<input type="text" value="204"/>
		Total Payroll	<input type="text" value="5900"/>	Manual Premium	<input type="text" value="470"/>
Modifiers					Modified Premium: <input type="text" value="470"/>
Other Charges:					
Foreign Terrorism Premium Charge				.02	<input type="text" value="1"/>
Total Premium Reported:					<input type="text" value="470"/>
When you complete entry or editing of payroll, click the "Calculate Premium" button to continue. =====>>					<input type="button" value="CALCULATE PREMIUM"/>

Enter number of employees and gross

Once you have entered your payroll information, click on the "Calculate Premium"

For an explanation of overtime click
 "Overtime Information", for help calculating
 overtime click on "Overtime Calculation".

Manual Class Code	Manual Class Description	Number of Employees	Reportable Payroll	Rate per \$100 of payroll	Premium
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Premium Period: 08/01/10 to 09/01/10 Click for: [Overtime Information](#) [Overtime Calculation](#)

Location:					
0059-Standard Employee	Disease Loading	<input type="text" value="1"/>	<input type="text" value="900"/>	0.22	<input type="text" value="2"/>
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Total Payroll			<input type="text" value="5900"/>	Manual Premium	<input type="text" value="470"/>

Modifiers	
	Modified Premium: <input type="text" value="470"/>

Other Charges:		
Foreign Terrorism Premium Charge	.02	<input type="text" value="1"/>
Total Premium Reported:		<input type="text" value="470"/>

When you complete entry or editing of payroll, click the "Calculate Premium" button to continue. =====>

CALCULATE PREMIUM

Close Window

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Overtime Adjustment Calculation:

Gross wages for single code:	<input type="text" value="1000"/>
Amount of above paid at time and a half:	<input type="text" value="0"/>
Amount of above paid at double time:	<input type="text" value="200"/>
Overtime Adjustment:	<input type="text" value="-100.00"/>
Reportable wages:	<input type="text" value="900.00"/>

Enter this amount under gross payroll for corresponding class code.

CLEAR FIELDS

CALCULATE

If you are ready to submit your payroll report to LWCC click "OK" if you need to make an adjustment to your report click "cancel" and adjust your payroll report.

Click for: **Overtime Information** **Over**

	<input type="text" value="1000"/>
ing M	<input type="text" value="2000"/>
azzo	<input type="text" value="3000"/>
Total Payroll	<input type="text" value="5000"/> Mi

Windows Internet Explorer

Submit your payroll report to LWCC?

OK Cancel

LWCC Policyholder Payroll and Premium Report Confirmation

LWCC has received your Policyholder Payroll and Premium Report for the period of : 08/01/2010 to 09/01/2010.
Policy Status: Active

[PRINT PAYROLL REPORT](#)

LWCC Online Payment

Your current account balance is: \$

[PAY ONLINE](#)

This balance includes this payroll report and any transactions that have occurred since your last invoice.

Premium Payment Options

Online Payment: Click *Pay Online* button above

Phone Payment: Call LWCC Billing Department at 1-800-519-7787 ext 2565.

Mailing Payment: LWCC, PO BOX 61005, New Orleans, LA 70161-1005

If mailing, please send a copy of your payroll report with your payment.

LWCC has various
payment options
available.

To view **all transactions** on your last invoice, please click below:

[VIEW INVOICE](#)

To manage your Pay Online accounts, please click below:

[PAYMENT INQUIRE/MANAGE ACCOUNTS](#)

Account Snapshot:

Reporting Schedule:	Payroll	Payment Due Date:	09/26/10
Your Last Invoice Amount:	\$948.00	Last Payment Amount:	-\$707.00
Balance as of 09/21/10:	\$471.00	Last Payment Received:	08/26/10

If your policy is in pending cancellation or Cancellation status you should contact your agent GUFFEY INSURANCE SERVICES, LLC(504-520-8443).

Receipt of this payment does not imply coverage and will not automatically reinstate your policy.

[PRINT PAGE](#)

To view your most recent
invoice, click "View Invoice"

When **Pay Online** is selected, the Chase Bank site will open for electronic payment.



The first time using the Chase Bank, you must click **Register** to set up your payment account.

[Privacy](#) [Customer Service](#) [Help](#) [Exit](#)

Welcome to the Electronic Payment System

User Log In
Enter your User ID and Password, then click **Log In**.

[Forgot Password](#)

User ID*:

Password*:

If you have not yet registered with the payment system, you may do so now. Registering lets you make payments, view payment history, and securely store your account information. Registration is easy and secure and you only need to do it once. To get started, click **Register**.

Click **Payment Inquiry** to view information on a previously submitted payment, or Log In above if you're a Registered User.

If you wish to pay without registering, you may click **Pay Without Registering** to continue.

The Chase Bank User Registration page will open. Complete all fields as directed. The fields in bold are required.

User Registration

Bold fields with * are required

PAYOR IDENTIFICATION

LWCC INTERACTIVE PASSWORD (CAPS)*:

User ID*:

Must be between 6 and 12 characters

Password*:

Must be 6-12 characters, at least one number and one letter

Re-Enter Password*:

PAYOR PROFILE

First Name*:

Last Name*:

Company Name:

Country*:

Street Address 1*:

Street Address 2:

City*:

State*:

Please record your User ID and Password in the exact manner it was entered for your reference.

LWCC does not have access to this information.