



MiddleEarth
Technologies Ltd.



Why Middle Earth Technologies?

Middle Earth Technologies knows your business. We've been providing solutions to the Temporary Labour industry for over ten years, and we continue to listen to our customers so that we can adapt to their ever-changing demands and grow with them. We think you'll benefit from our experience.

In addition to our ELF.online service, we offer the following IT consulting services:

- Complete Project Development
- Business Process Analysis
- Legacy systems upgrades
- User Interface Design
- Architecture Reviews

Our dedicated principal team includes Kevin Kortje, CEO and Co-Founder and Saman Ghodsian, CTO and Co-Founder.

Kevin Kortje is a Chartered Accountant with over 25 years accounting, taxation and software development experience. As an entrepreneur, he has been involved in the development of many unique software applications in sports, gaming, accounting, financial services and enterprise management. He is responsible for project management, administration, marketing and customer support for the company, and is an active contributor to the development life cycle for all of the company's software products.

Saman Ghodsian is the company's chief software architect and engineer. He has 15+ years experience in building enterprise applications, and leads the technology direction for the company. Mr. Ghodsian began designing and developing the ELF product for the company in 2002 to provide a rich web application solution for the temporary labour business. His innovative ideas and knowledge of leading edge technologies are key to the success of our business.

ELF.online is a web based, human resource management, payroll and billing system for the temporary work placement industry.



No Software

ELF.online requires no client software installation. It is a web browser-based client platform and allows for rapid deployment to large numbers of users in multiple branches, over a secure network connection. With no need to install any software on your client PC, there's no worry about installing updates or keeping your payroll software updated for changing government payroll regulations – you'll always have access to the most up-to-date version of our software on our fully hosted servers.



Custom

ELF.online is a custom product for the temporary work placement industry. Its features were created specifically for this industry, which allows you to focus on the success and growth of your business.

ELF.online's features provide you with the tools to increase your customer's satisfaction and retain your temporary staff workforce resources. Prompt and accurate customer billing; resource allocation tools to match your temporary labour skill sets with your customer's needs; flexible, reliable, and efficient payroll payment methods for your employees; these are only a few of the ELF.online features that will help you manage and grow your business.



Proven

Middle Earth Technologies Ltd. has been providing solutions to the Temporary Labour industry since 2002. The ELF.online product was launched in 2005 and to date every ELF.online customer who has used the product remains a loyal customer today. Current customers include some of the larger multi-location temporary labour businesses in Canada, as well as smaller single-location temporary labour businesses.

"The ELF system is a one-stop solution that works for our business because it is customized to the temporary labour industry...they act as a partner and listen to the ongoing needs of our business."



Justin Fraser, President, Trades Labour Corporation

Flexible, convenient and accessible - the perfect online billing and payroll solution for your growing business. Stay competitive, focus on what's ahead, and let ELF.online take care of your payroll and billing details.

No Software Required

Browser-based client platform allows for rapid deployment to large numbers of users in multiple branches over a secure connection.

Intuitive Interface

Rich internet application features provide a Windows-like user interface through a standard web browser. Your administrative staff already knows how to use a web browser, and ELF.online's browser-based interface makes learning simple and keeps your training costs down.

Payroll

- Flexible pay period configuration supports all pay period types, including daily, weekly, bi-weekly, semi-monthly, and monthly payrolls
- Supports multiple cheque formats, direct deposit processing and cash cards
- Supports multiple pay rates and billing rates, by employee, customer or task/service
- Configurable statutory holiday pay calculations
- Configurable daily and weekly overtime rules for automatic overtime calculations
- Pay employees quickly and efficiently, one at-a-time, or using the Payroll Wizard to generate batch payrolls for hundreds of employees at once!
- Year-end T4 reporting includes production of CRA files for electronic filing, PDF archives and print files for high-volume printing of T4's
- Service Canada ROE Web interface lets you generate and file ROE's electronically

Billing

Full Accounts Receivable system including

- Invoicing
- Credit notes
- Payments
- Adjustments
- Credit Limits
- COD accounts
- Credit card processing
- Aged A/R reporting

Customer Satisfaction

Access securely and reliably online anywhere.

Customer Satisfaction

Provide your customers with easy-to-understand detailed invoices by job site or project, cross-referenced to work order numbers, timesheets and customer purchase orders. Easily track the workers that have been used successfully at a customer job site and be able to identify those that your customers are most satisfied with to ensure consistent quality of services provided.

"By using the ELF system we have been able to eliminate paper by having the ability to pay staff and suppliers online. Our staff feel more in control of their cash with the additional payroll features ELF provides, and in turn provides us with better staff and retention..."



Peter Huber, President,
Labour Unlimited

HR Management

Enterprise-level HR management features lets you manage large workforces quickly and efficiently.

Employee Retention Features

In the on-going development of ELF.online, we consider more than just how to manage and pay your employees. We recognize that temporary labour businesses face increasingly tough competition, and retaining your best employees can be challenging. ELF.online provides you with unique features to attract and retain employees, including the ability to pay employees electronically via a payroll "cash card".

This payroll "cash card" is a prepaid Mastercard that can be used by your employees like any other credit card to pay for goods and services at any merchant that accepts Mastercard. It can also be used at any ATM to withdraw cash from the card. It does not require the cardholder to have a bank account, and the fees charged for cash withdrawals are significantly less than cheque-cashing fees charged by most 3rd party cheque-cashing institutions. Your business saves significantly on the costs of printing, clearing and reconciling bank cheques, while your employees enjoy significant savings on the costs of cashing their payroll cheques!

Employee Tracking

Track employee skills, certifications and performance. Identify your best employees to ensure they are dispatched to your best customer accounts. Keep your workforce skill set utilized to its maximum efficiency, and attract workers by being able to pay higher wages, and bill higher fees, for higher skill sets.

Restriction Feature

"Never make the same mistake twice." Good words to live by and even better words to run your business by. When your customer tells you they are not happy with the temporary labour worker you have sent out to their job site (or vice-versa), make sure you keep your customer and workers happy by utilizing the Worker Restriction feature of ELF.online. Workers can be restricted from being dispatched to a specific customer job site, to all job sites for a specific customer, or for those workers deemed inappropriate for your business's standards, to all of your customer's job sites.

Reports

Get control of your profit margins with complete payroll costing and margin analysis reporting.

Profit Margin Analysis

Know your exact direct and indirect payroll costs, and easily calculate your gross profit margins on billing rates for every branch, customer, job site and work task.

Access to Real Time Data

As a web-based application, ELF.online provides secure, SSL-encrypted access to real-time, up-to-the-second data -24 hours a day, 7 days a week, from any location, and using any web-enabled device. No need for transmitting batch file updates to a centralized database, no need for uploading or downloading data to or from branch office locations – no complicated or costly remote-access setup = no waiting!

Monitor your business activities in real time, and keep a finger on the pulse of your business.

"We are able to do our ENTIRE payroll and invoicing in 3 hours per week, even with growth of three to four times. Due to less admin time required and access to real-time reports we can focus on sales and our customers. Words cannot express how grateful we are to have ELF..."



Neil Kursan, Owner
Pristine Labour

Elf.online has no setup fees; this means no up front server hardware or software investment is required.

ELF.online subscription fees are charged monthly for each branch location. Minimum requirements are a single PC with a web browser and Internet connection. Fees start as low as CAD \$395 monthly. Online user support and training services are included with your monthly fee.

✓ = feature included
 \$ = feature available
 - additional fees apply

Feature		Basic <i>Single Branch</i>	Enterprise <i>Multi-Branch</i>
Work Orders, Job Scheduling & Timekeeping	Assign, schedule & dispatch workers to customer job sites	✓	✓
	Timesheets track work dates, workers assigned, services, hours, pay & bill rates	✓	✓
	Restrict workers by branch, customer or job site	✓	✓
Payroll	Quickly generate single payrolls or batch payroll multiple workers	✓	✓
	Flexible pay period definitions, including daily	✓	✓
	Track and deduct cash advances, equipment loans & sales, garnishments from payroll	✓	✓
	Accurately calculate all required CRA and Quebec payroll tax deductions	✓	✓
	Payroll by cheque, direct deposit or payroll cash card	✓	✓
	Customizable overtime pay rules	✓	✓
	Multiple WCB categories & premium rates	✓	✓
	Statutory Holiday Pay Wizard automatically calculates Stat Holiday Pay entitlements	✓	✓
Year-end T4 data preparation, printing, delivery & CRA electronic filing	\$	\$	
Invoicing & Receivables Management	Track customer work orders-in-progress	✓	✓
	Track billing rates by service, customer and/or employee	✓	✓
	Upload, attach and track customer documents	✓	✓
	Invoice Wizard automatically creates invoices for completed customer work orders	✓	✓
	Multiple sales taxes	✓	✓
	Customer payments, prepayments & deposits, credit notes & adjustments	✓	✓
Credit card payment processing	\$	\$	
Human Resources Management	ROEweb electronic ROE files (requires ROEweb account with HRSDC)	✓	✓
	Worker profile pictures & ID Card printing	✓	✓
	Document attachments for worker/employee records	✓	✓
	Track worker/employee certifications, trainings, skills & performance rankings	✓	✓
Accounting & Audit Trails	Transaction history logs - all transactions timestamped and logged	✓	✓
	Void transactions	✓	✓
Access Security & Authorizations	Multiple User Logins	n/a	✓
	User Roles & Access Restrictions	n/a	✓
	2048 bit SHA-2 SSL Encryption	✓	✓
	Private Cloud Networking	n/a	\$
Reporting	Worker activity, invoice & payroll summaries	✓	✓
	Aged accounts receivable reporting	✓	✓
	Remittance reports for payroll taxes, garnishments, WCB/WCIB	✓	✓
	Payroll costing & profit margin analysis	✓	✓
Data Backup	Continuous database mirroring & backup	✓	✓
Customer Support Plans	Standard Support Services	✓	✓
	Premium Support Services	\$	\$
Fees	Monthly fee per Organization Unit (branch location)	\$395	\$875
	Monthly transaction limits (payroll + invoices + customer payments)	300	unlimited
	Additional transactions (minimum blocks of 100 transactions)	\$1	n/a



MiddleEarth
Technologies Ltd.

#185 - 2906 W. Broadway Ave.
Vancouver, BC Canada V6K 2G8

www.metca.com
604.288.7897