

Acclaim - Employer Transfer of Control

Problem:

Company is transferring control. How can we get the information of the employees transferred from existing company to new company?

Solution:

Steps:

1. Go to utilities and backup company data for the existing company.
2. Create the new company by clicking on Add button
3. Enter the information for the company.
4. Choose the restore option from company select screen and choose the same backup file which you created in step 1.

Note: This will bring all the information of the previous company for e.g. Employee basic information, Payroll history everything so if you don't need any previous history you can go to Setup > Employee and choose one employee at a time and go to Edit mode and on the History Tab you will delete all the records and that will remove all the Payroll history for that employee. You have to follow this process for each employee in the list.