

Your 2027 readiness check

Use one copy per employer and work location. Confirm which requirements apply before changing payroll or policies.

Updated October 21, 2026 | US pawn-shop planning tool

Business / employer: _____

Work locations / reviewer: _____

Review date / next check: _____

Review area	Action to complete	Owner / due / done
People and locations	List work states/cities, entities, employee counts and pay arrangements.	
Wages and classifications	Check official wage updates and applicable exemption tests. Record the effective date and settings to change.	
Leave and deductions	Review contribution rates/caps, leave balances and employee notices for each applicable program.	
Records and policies	Review hiring/separation records, handbook notices and access to confidential personnel records.	
Safety and training	Confirm location-specific training, emergency procedures, policy distribution and evidence of completion.	
Provider responsibilities	Assign who monitors rules, approves updates, files reports and resolves errors.	
Test and approve payroll	Run representative cases; compare expected and actual results. Resolve exceptions before release.	

For every change, record: official source, confirmed/proposed status, affected workers, effective date, required action and last checked date.

Selected updates: pawncshopsoftware.com/guides/hr-compliance-2027
Buying guide and companion tools: pawncshopsoftware.com/guides/payroll-hr
An unchecked box or completed checklist does not establish compliance. Review applicability with a qualified adviser.