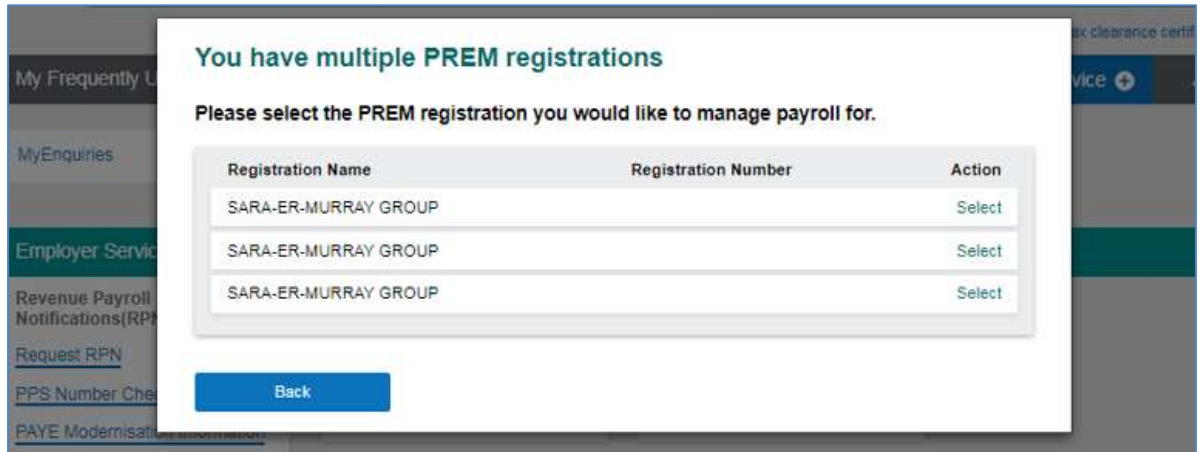


Submitting payroll by file upload

- Click on **'Submit Payroll'** on the 'Employer Services' panel on the 'My Services' page when you are logged into ROS.

If you have more than one PREM registration, you will be given the option of which registration you want to proceed with.



- Click on **'Submit Payroll by file upload'** in the 'Upload payroll file' section.



- Click **'Browse files'**.
- Browse to the location where you saved the file from your payroll software.
- Click on the file name, then click **'Open'**.

The file name will then be displayed under 'Selected files'.

A 'Remove' link will display beside the file where you can remove that file if you have selected an incorrect file.

Please note, you can only submit one payroll submission at a time. There is also a 10MB size limit on files. If your file is greater than 10MB please consult your payroll provider.

[View a new submission](#)

Payroll submission received

Your file has been successfully received. The results from your submission will be shown below once available. You can also access these details at any time through "View Payroll" in the Employer Services section on ROS.

Acknowledgement ID: d0112e5b6-42f0-4307-a51a-00119a233011 

[Download Acknowledgement](#) 

Results

Submission ID: 1041_23

Payroll reference: August 2026

Status: Completed 

The response file for your payroll software has been automatically downloaded. This may be in your downloads folder.

PAYE deductions

Income Tax:	€800.00
PERSA:	€140.00
SSC:	€600.00
LPS:	€130.00

Submission items

Active:	2
Warnings:	0
Deleted:	1
Invald:	0

[View payroll run](#)

[ROS homepage](#)