



SIMPLE PAYROLL SOLUTIONS  
WWW.VANILLAPAYROLL.COM

Previously known as FinSolve Payroll.

### **HOW TO LOCATE YOUR REGISTERED VERSION OF VANILLA PAYROLL**

1. Click your Windows Start Button
2. Click 'Find' or 'Search'
3. Choose 'All Files & Folders'
4. Type `simpay210.exe` ( for Vanilla Payroll 2010) or `simpay29.exe` (for Vanilla Payroll 2009) under 'All or Part of the Filename'
5. Make sure that you change the 'Look in location' to Local Hard Drive (C): and possibly any additional hard drives you might have incorporated into your system.
6. Click the 'Search Button'
7. Once the search is complete you should have a number of files listed in the results window.
8. Amongst some of the files found you will notice that some of the file extensions are .pf extensions. You can ignore these files.
9. Double click each `simpay210.exe` or `simpay29.exe` file until you locate the version that contains your data and is registered.
10. Once you have located your registered version, right click on `simpay210.exe` or `simpay29.exe` and choose 'Send To – Desktop create shortcut'
11. You will now have the correct shortcut on your desktop