

VERTEX[®] LEASE TAX *O SERIES*[®]

Planning and Training Services

LEASE TAX O SERIES PLANNING AND TRAINING SERVICES PROVIDE THE GROUNDWORK FOR A GREAT START

You just made the business decision to implement Vertex[®] Lease Tax *O Series*[®], the most powerful tax calculation solution available to automate your leasing tax compliance process. Lease Tax O Series reduces the time consuming and complex tasks associated with corporate multi-state leasing tax management.

As part of your O Series Software package, Vertex provides Lease Tax O Series Planning and Training Services. This offering is designed to help you get started on the important task of aligning tax content with automation requirements critical to a successful implementation. Needs are evaluated from both a leasing and tax automation best practices perspective.

For clients with an automated tax processing system already in place, Planning and Training Services will help identify problem areas within the current system, such as exemption certificates, lack of sufficient transaction data, or creating and maintaining tax rules. With a clear picture of your existing system in place, it's easy to identify gaps and address issues before they become significant business problems.

What are Planning and Training Services?

Vertex's Lease Tax O Series Planning and Training Services program provides up to 48 hours of Vertex Consulting Services and training to help you and your stakeholders understand and document best practices for your company to be successful with your Lease Tax O Series software.

Based on your process assessment, a Lease Tax System Implementation Document (LTSID), will be developed to clearly map your planning and implementation process.

Benefits and Advantages of Planning and Training Services

The Lease Tax System Implementation Document provides a clear direction for a successful implementation. This document creates a distinct advantage by streamlining the project planning process of Lease Tax O Series software, saving time and reducing costs associated with aligning different functional areas and stakeholders.



WE'RE CONTINUALLY EXPANDING OUR SOLUTIONS WITHIN AND ACROSS ALL LINES OF TAX.

Income Tax • Sales Tax • Consumer Use Tax • Value Added Tax • Communications Tax • Payroll Tax

In addition, you will be able to determine the optimal number of resources, time and skills needed to successfully implement your software. With gaps clearly identified prior to implementation, you can plan how to acquire the resources to address them.

As part of the Planning and Training Services package, Lease Tax O Series Subject Matter Experts will analyze and gather requirements while providing training on the product to help with implementation considerations. Planning and Training Services are delivered by Vertex Consulting, whose lease tax industry experts and trainers average over 15 years of experience both in tax and leasing.

An Extensive Review and Evaluation is the First Step

Planning and Training Services review, evaluate and document the business drivers that impact lease tax, and outline clients' needs with regard to each to ensure successful implementation.

The following areas are reviewed and evaluated:

- Company background information: legal entities, filing entities, business locations and situs requirements
- Products and services overview: lease product contracts and agreements, products leased and their groups/classes, and the asset acquisition process
- Customer analysis: types of customers and their groups/classes, customer exemption processes and procedures, and exemption management in ERP or Taxability Manager
- Financial system considerations: billing/invoicing system overview and the proposed system process and interfaces involved
- Business process requirements: applications, quotations, tax basis considerations, booking and rebooking, monthly invoicing, contract changes, co-terminus addendums, customer changes, taxable>exempt and exempt>taxable scenarios, location changes, terminations, reposessions and settlements, liquidated damages and end of lease options
- Process and XML message mapping: XML messages and process mapping, Vertex tax drivers, and other tax drivers
- Tax return process: cash or accrual basis and the reconciliation process
- Taxability Manager set-up: company/filing entity, tax basis lookup table, input fields and drivers, products and mappings, and exemptions

Vertex Consulting

Vertex Service Solutions are built on 30 years of leadership, experience, and a singular focus on tax technology. Improving your tax operations is our number one priority. Vertex Consulting has shown over 500 companies how to change their tax operations from being cost centers to departments focused on more value-added activities. Vertex Consulting is available to act as the project manager for your tax and technology initiatives and can develop project plans designed to meet your business' requirements.

For More Information

For more information about Vertex Lease Tax O Series Planning and Training, call Vertex at **800.355.3500** or email us at vc@vertexinc.com.

A Proven Provider

For businesses that want more effective tax technology solutions, Vertex provides a comprehensive suite of software and consulting services for income tax, sales tax, and consumer use tax that combine Vertex's 30 years of tax technology experience with a fresh approach to tax consulting. Unlike public accounting and audit firms, Vertex is focused exclusively on offering tax technology solutions that are not in conflict with the restrictions of Sarbanes-Oxley.

Vertex Inc.

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