

Vertex® Sales & Use Tax Returns



Automate Returns for Improved Accuracy and Efficiency

Manual processing of sales and use tax returns is a labor-intensive effort that can strain the resources of your tax department. Hundreds of different forms, thousands of constantly changing rates, and tens of thousands of jurisdictions make sales and use tax compliance a complex challenge.

The combined cost of compliance impacts the company's financial position as well as staffing:

- Expensive regulatory and compliance research
- Fines and penalties resulting from non-compliance
- Difficulty providing an adequate audit trail
- Over-payments from incorrect or out-of-date rates or calculation methods
- Costs resulting from clerical errors, lost tax returns, and missed deadlines
- Ongoing maintenance of in-house returns software
- Time-consuming, error-prone manual record keeping

From Returns to Payment to Reporting

Vertex offers a solution that can make multi-state tax compliance quick and far less expensive. Vertex® Sales & Use Tax Returns is a Windows® PC application that automatically produces signature-ready state and local sales/use tax returns. The software is simple to install, and operates using functionality that's designed to:

- Supply accurate and timely tax rate, return, and regulatory data
- Support traditional and electronic (eFile) returns filing
- Create electronic return data files for upload to jurisdictional files
- Generate paper and electronic payment requests with full general ledger coding

- Create reports with valuable management information
- Maintain a clear, detailed audit trail
- Permit archiving and retrieval of all filings
- Yield a rapid payback
- Free up time to dedicate to more high-value responsibilities

Using data generated from any host financial application or tax calculation engine, Vertex Returns formats and prints the forms you need to file, including sales and use tax returns, schedules, worksheets, electronic return data files, and payment requests for state and local jurisdictions.

Forms You Need Today, and Tomorrow

Vertex Returns comes complete with all the forms you need now – and later. When your business expands into new jurisdictions you will already have forms covering 47 states, the District of Columbia, Canada, and Puerto Rico. Vertex Returns also has forms for more than 350 locally administered jurisdictions and even supports long-term leasing and consumer use tax forms.

Re-focus Your Resources

With Vertex Sales & Use Tax Returns, your staff is freed from the time-consuming burden of preparing tax returns, allowing them to pursue more productive, strategic activities. The system is designed for use by any member of your tax department without reliance on internal IT resources. For example, payment requests, which are

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automatically generated with full general ledger account codes, can be sent directly to your accounts payable department for processing through an electronic file exported to your host application, or with a printed report version. In addition, any generated credit balances are identified, managed, applied, and reported within Vertex Returns, fully completing the compliance cycle.

Detailed Reporting and Workflow Tools

Vertex Returns provides over 100 reports, including a Tax Data Summary, Audit Details, and Reconciliation Reports. It has all the tools you need to format information to better manage the tax compliance process, including:

- **Report Writer:** offers professional reporting capabilities and access to almost every data element using simple “drag and drop” functionality
- **Document Manager:** eliminates unorganized paper files with an electronic storage utility that’s automatically populated with time-stamped, PDF versions of returns and payment requests
- **Tax Calendar:** allows you to centrally manage, automate, plan, and organize workflow and responsibilities by directly populating returns filing and payment due dates from Vertex Returns into the Tax Calendar

Easy Setup and Data Import

While Vertex Returns simplifies the data import process from non-Vertex data calculation sources, the system integrates seamlessly with, and is the perfect complement to, all other Vertex Indirect Tax systems. Because the flexibility of Vertex Returns allows it to automatically import tax data and organizational information using either a Vertex or non-Vertex file layout, the initial setup for your company can be completed in a matter of hours.

The Tax Technology Leader

Founded in 1978, Vertex is the leading provider of corporate tax software and services worldwide. We help companies realize the full strategic potential of corporate tax by serving every major line of business tax including; income, sales and use, value added, and payroll. The company’s offerings are showcased by Vertex Enterprise™, a data driven, open-architecture approach to tax technology that integrates all direct and indirect tax processes and technologies on a single platform.

A Global Tax Solution

In addition to automating the returns process, Vertex offers the industry’s leading enterprise tax system. Vertex® Indirect Tax *O Series*® is a web-based, enterprise-level solution for managing sales tax, consumer use tax, and VAT. The system includes standard and non-standard tax rates, returns, schedules, worksheets, and rules and regulations for over 8,900 U.S. rates. And monthly updates provide the latest sales, seller use, consumer use, and rental/lease rates. With Vertex *O Series*, you’ll manage tax on both sales and procurement transactions more efficiently and effectively. Plus, the system provides data management tools and custom reporting capabilities to support audit preparation and strategic financial decision making. Vertex *O Series* can not only reduce your audit risk, but also give you greater visibility into your tax processes. The end result is a tax department that provides higher value to the organization.

To learn how Vertex® Sales & Use Tax Returns can improve accuracy and efficiency, contact a Vertex representative at **800.355.3500** or visit **vertexinc.com**.

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