Avalara VendorCapture

Automate the management of federal withholding forms

VendorCapture dramatically simplifies the process of collecting, validating and maintaining Forms W-8 and W-9 for federal tax withholding compliance.
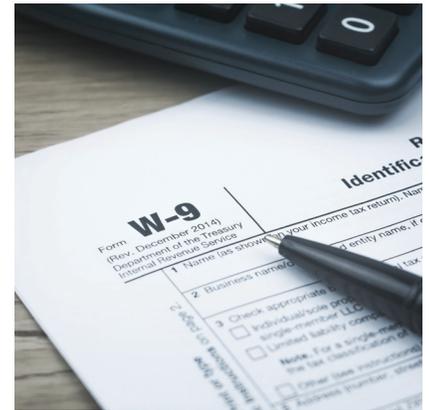
The Challenge

Every employer is legally obligated to withhold appropriate taxes when paying vendors, including independent contractors and non-U.S. residents. Failure to do so in a timely and accurate manner can lead to increased tax liability, penalties and fines. With companies using more contractors than ever — 40% of the American workforce is predicted to be freelancing by 2020 — the demands for accurate and thorough compliance documentation are also elevated.

Stay up-to-date on the latest regulations – including FATCA

In addition, the new Foreign Account Tax Compliance Act (FATCA) complicates matters further. Banks and other financial institutions are required to assist the IRS in collecting taxes from U.S. taxpayers abroad by reporting the details of their overseas financial accounts, including naming and identifying the account holders. How confident are you that you have a handle on this complex business compliance issue?

Automate the collection and validation of Forms W-8 & W-9

Avalara VendorCapture is a cloud-based solution that automates the collection and validation of federal withholding forms including Forms W-8, W-9 and the new W-8BEN-E. With the real-time checking provided by VendorCapture, you can be confident the information you collect from vendors is valid and that you're in compliance with IRS requirements.

ONE SOLUTION. MANY BENEFITS.

✓ Collect forms electronically in a secure web portal

✓ No hardware to buy or maintain

✓ No ongoing IT support needed

✓ Be FATCA compliant

✓ Real time TIN and SSN verification

✓ Assign access at varying levels of permission

> " We were able to identify a lot of missing W-8s and W-9s...and were much better prepared for year-end work. The system has proven cost-effective on many levels. "
>
> **Mike Schoster**
> North America Tax Manager,
> Formica Corporation

Expiration and renewal tracking

Open APIs and data feeds enable integration with ERP, CRM and other third party applications, while intuitive vendor portals make it easy to create and submit the proper form. The forms are stored in a secure online database so you can access them quickly and easily, at any time. Expiration dates are tracked automatically and you can schedule renewal requests to be sent in advance.

Integrate with tools you already use

Avalara VendorCapture integrates with other ERP and CRM software. With its ability to verify TINs in real time, and the fact that it won't allow submission of documents with invalid TINs, Avalara VendorCapture can free your staff to focus on more value-add work.

Priced to scale with your business

Avalara VendorCapture scales with you as your business grows. You'll only be charged by the number of forms stored.

Grow globally with confidence

For companies doing business in the EU and U.K., Avalara VendorCapture automatically checks the EU company registry to verify VAT ID numbers and validate registrants' names and addresses. It therefore eliminates the storage of invalid information and the tedious and inefficient process of manually checking VAT IDs. It also marks the date of verification, facilitating troubleshooting.

Full-service options

Avalara's Managed Services team is ready to handle your document management processes to help minimize your audit exposure from missing, invalid and expired forms. Outsourcing to Avalara Managed Services enables you to focus on your core business, leading to increased efficiencies, cost savings, compliance and reduced audit risk.

ADVANCED FEATURES

✓ Schedule personalized requests for new forms

✓ Direct links that allow vendors to access and complete forms online

✓ Expiration date tracking and automated renewal requests

✓ Pricing scaled to the number of forms stored

✓ Automatically flag vendor accounts when valid forms are not on file

✓ Synchronize customer records and withholding status with your ERP or CRM

✓ Add form collection wizard capabilities to your client portal

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More than 2,000 customers trust Avalara CertCapture to securely manage 17,000,000 compliance documents.

About Avalara Compliance Document Management

Avalara Compliance Document Management helps organizations achieve compliance with automated solutions that are fast, accurate and easy to use. We have solutions specifically to manage sales tax exemption certificates, federal withholding forms (Forms W-8 and W-9) and excise business licenses.

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