



AccountMate
SOFTWARE THAT FITS

AccountMate's Sales Tax Subscription provides sales tax automation where correct tax rates are determined based on the user's Nexus state and each state's Economic Nexus Laws, the customer's tax exemption type (if applicable), the customer's shipping addresses, and the types of products included in an order. Some products could be fully taxable, exempt from sales tax, or taxed at a reduced rate in various tax jurisdictions.

AccountMate provides complete flexibility in allowing users to decide whether they want to be responsible for maintaining the tax rates and choosing the sales tax code for each transaction or to enable the Sales Tax Subscription and allow either Avalara AvaTax or TaxJar to determine the correct tax rate. This feature applies to companies using the "United States" country tax and "USD" home currency. If Avalara AvaTax is used, this feature also applies to companies using the "Canada" country tax and "CAD" home currency. Users can choose to enable this feature either in the Accounts Receivable or Sales Order module.

AccountMate 14 for SQL or Express Sales Tax Subscription

Automated Sales Tax Calculation

With the Sales Tax Subscription, AccountMate users no longer have to take responsibility for maintaining the tax rates and choosing the sales tax code for each transaction themselves. Instead, users can have the system automatically determine the correct sales tax rates and amounts for their transactions. This saves you the time it takes to manually update the company's sales tax records. It also saves you money arising from costly sales tax calculation mistakes. When setting up Sales Tax Subscription in either AR Module Setup or SO Module Setup, users can choose between Avalara AvaTax and TaxJar to use as the sales tax calculation, depending on their subscription. Specific sales tax entity and sales tax codes will be used to identify the transactions that use Avalara AvaTax or TaxJar for sales tax calculation and those tax-exempt transactions.

The screenshot shows the 'Avalara Setup' dialog box with the 'Settings' tab selected. It contains two main sections: 'Sales Tax Reporting' and 'Sync Schedule'. The 'Sales Tax Reporting' section includes fields for 'Start Date' (07/14/23), 'End Date' (//), and 'Include transactions up to' (0 day(s) ago), along with a 'Sync Now' button. The 'Sync Schedule' section includes a 'Frequency' dropdown set to 'Daily', 'Next Sync Date' (07/14/23), 'Last Sync Date' (//), a 'Rekurs every' spinner set to 1 day(s), a 'Time (hh:mm)' field set to 00:00, and a 'Repeat every' dropdown. A 'Summary' box at the bottom states 'Transaction synchronization every day at 00:00.' Below this is a 'Last Successful Sync (UTC): None' label and two buttons: 'View Sync Activities' and 'View Unposted Trs'. At the very bottom are 'OK' and 'Cancel' buttons.

Setting Up Avalara AvaTax Sales Tax Subscription Parameters

Import from Avalara AvaTax or TaxJar the Nexus State Information

Users have the option to import into AccountMate the Nexus state information that the users have selected on the Avalara AvaTax or TaxJar portal.

Perform Immediate or Scheduled Transaction Synchronization

Users can set up the date range of transactions that must be uploaded to Avalara AvaTax or TaxJar for sales tax reporting and filing. They can also configure AccountMate to upload the transactions either immediately or on a preset schedule.



Assign Product Tax Codes or Categories to Inventory Items

Avalara AvaTax or TaxJar provides the tax rules for product codes or categories to be used for certain products that are fully taxed, exempted from sales tax, or subject to reduced sales tax rates in some tax jurisdictions. With a single click of a button, users can regularly import from Avalara AvaTax or TaxJar the list of product tax codes or categories, which can be assigned to fully taxed items, tax-exempt items, or those items taxed at reduced rates.

Refresh Sales Taxes during the Transaction Details Update

Users have the option to configure AccountMate to automatically call Avalara AvaTax or TaxJar to recalculate the sales taxes each time a change is made in the order or invoice transaction that affects the sales tax amount (e.g., add a line item; update the transaction details—order quantity, unit price, freight, etc.). Users can also opt anytime at their discretion to click a button to trigger AccountMate to send Avalara AvaTax or TaxJar a request to recalculate the sales taxes.

Verify Customer's Tax Exemption Certificate Expiry Date

Users can configure AccountMate to check for any tax-exempt customer the tax exemption certificate expiration date, or to ignore the expiration date, if needed. An expired certificate means the customer transaction will be considered non-exempt. This specific feature applies only to the TaxJar sales tax subscription.

Record Sales Tax-Exempt Transactions

Users can designate a customer or shipping address record as tax-exempt by choosing the proper tax exemption type, which becomes the default in the applicable Transaction functions. This configures AccountMate to not calculate sales taxes for that customer's transactions or those assigned to that shipping address record. This feature is helpful in processing transactions for wholesalers, resellers, and government entities that are typically exempt from sales taxes. This applies only to the TaxJar sales tax subscription.

Up-to-date Sales Tax Reporting and Filing

The Avalara AvaTax or TaxJar portal provides easy viewing and tracking of each transaction's sales taxes owed to the state, county, city, and other tax jurisdictions. Avalara AvaTax or TaxJar simplifies sales tax filing by breaking down the sales taxes by state, county, city, and other specific tax jurisdictions. Users can readily make payments based on the sales tax forms prepared using Avalara AvaTax or TaxJar.

Other Features

- Requires an AccountMate Sales Tax Subscription in addition to signing up for a service with either Avalara AvaTax or TaxJar. For more information about the available AccountMate Sales Tax Subscription plans, refer to this [link](#) if you are on AccountMate for SQL and this [link](#) if you are on AccountMate for Express.
- Transaction Sync Log allows users to easily track the list of transactions synchronized with Avalara AvaTax or TaxJar and those new transactions yet to be uploaded to Avalara AvaTax or TaxJar.
- Avalara AvaTax or TaxJar sends email reminders about the sales tax return due dates, which helps users avoid missing the deadlines for sales tax forms filing and remittances.
- Ability to configure Avalara AvaTax or TaxJar to automatically file the state tax forms and remittances on due dates, which saves users from the hassle of sales tax reporting and filing processes.
- Avalara AvaTax supports line-item level tax exemption.

AccountMate Software Corporation
1445 Technology Lane, Suite A3, Petaluma, CA 94954
(800) 877-8896 | (707) 774-7599 | www.accountmate.com