# SOVOS

# Save Time, Centralize Your Records and Minimize Risk With SOVOS CertManager

Tax managers know that managing customer exemption certificates is often the front line in sales and use tax audit defense. Have you ever felt that your organization's certificate management process has gaps, or is out of control? Sovos' CertManager will put your mind to rest, freeing up time and resources to focus on your core business.
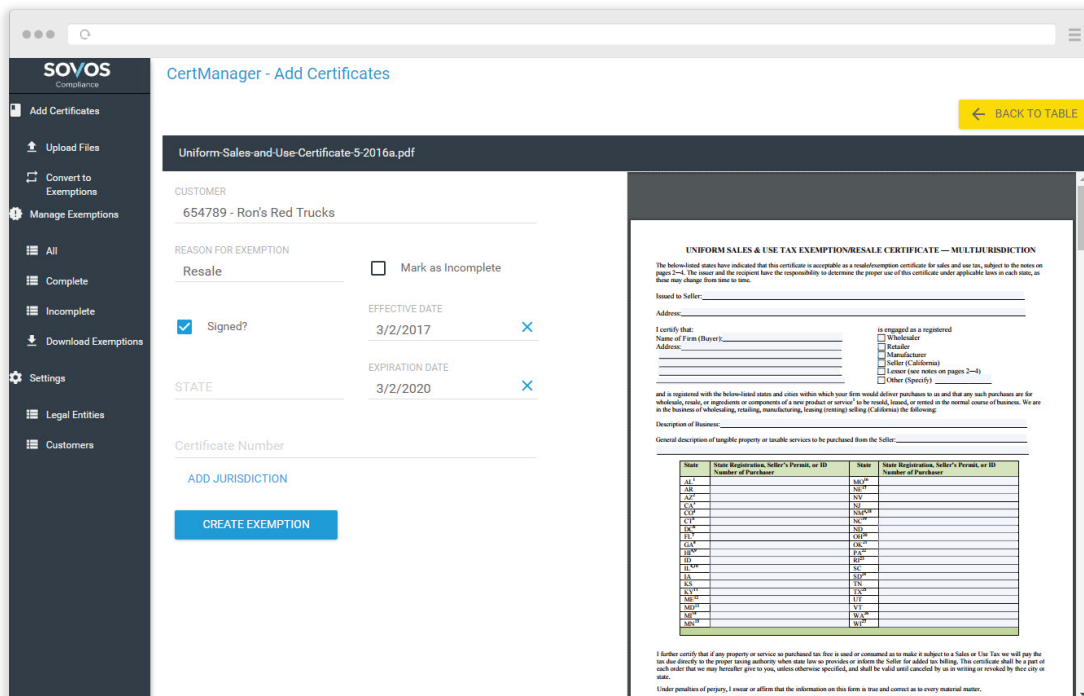
## Reduce Your Audit Exposure

Exemption certificates are easy targets for audit, so having your certificates organized and centrally located allows quick access in case of an audit, saving you time and worry. Get unruly exemption certificates under control. Sovos CertManager makes sure you are audit-ready with immediate access to certificates that are valid and current.

## Eliminate Documentation Gaps with Centralized Collection

Do you know where all of your certificates are? Many companies maintain a mix of digital and paper copies of certificates, saved to different places on the network, or in physical files. This creates numerous places where mistakes can occur. There has to be a better way - and there is!

With CertManager, you can import thousands of certificates in minutes. All of your busainess entities' certificates are managed in one secure location, eliminating any gaps in documentation. As a cloud based solution, CertManager's intuitive interface can be accessed anytime from anywhere.

## Easily Validate Certificates on Every Transaction

With CertManager you can quickly associate certificates with customers and easily capture the critical information you need to manage compliance. Accounts receivable, credit or other customer-facing staff can easily enter certificates with very little tax knowledge.
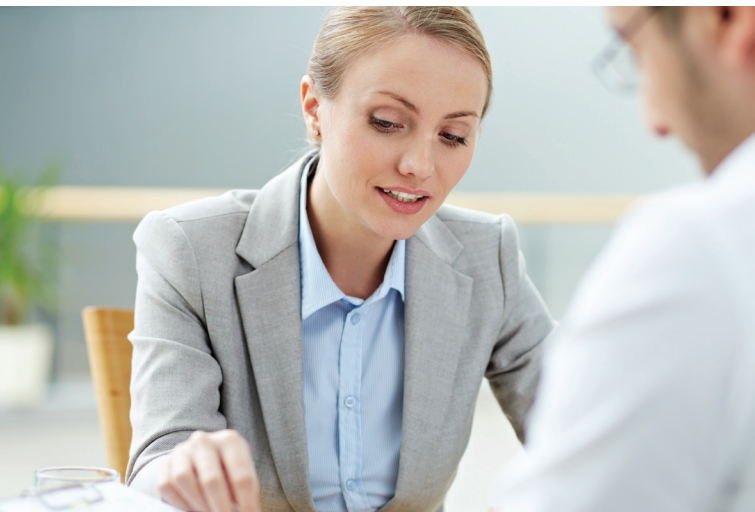
You can rest easy knowing that you are capturing each and every certificate. All of your certificates are complete and valid for each customer and/or transaction. Exemptions are properly applied, you can defend them in an audit, and your customers are kept happy by eliminating needless credits and rework.

## Report and Defend

Have you ever thought your exemption certificates were in order, only to discover that one missed detail has put your company out-of-compliance?  Eliminate "surprise" penalties or unplanned adjustments due to lack of documentation. CertManager prepares you for audit, allowing you to search certificates by state, customer, exemption type and more. Easily export results in seconds. CertManager lets you take control of the process, keeping your company out of the auditors' sites.

## Manage Workflow and Find Certificates When You Need Them

CertManager enables your team to be more proactive and improve workflows while increasing accuracy. All certificates are indexed by key data so you can quickly find what you need. Use alerts to identify missing or expired certificates before the auditor calls. CertManager grows with you as your company expands into new locations, customer types and product offerings.



› Manage all certificates from one secure database

› Easily verify and capture certificate data

› Quickly retrieve certificates by state, customer or exemption type

› Easily identify missing and expiring certificates

› Sovos API ensures customer exemption records are always up to date

› Add more business units as you grow

## About Sovos Compliance

Sovos Compliance is the global leader in tax and business-to-government compliance software, empowering businesses to grow globally by reducing the risks and costs associated with compliance. A 35-year track record of success in compliance and the broadest library of tax rules and rates in the world enables Sovos to help finance, tax and HR professionals in 4,500 companies, including half of the Fortune 500, stay ahead of complex and fast-changing government regulations. Based in Boston, Sovos has offices throughout North America, Latin America and Europe.

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