



# What is Canada's *Complete* Sales Tax Solution for – reporting



Our REVIEW & REPORTING process uncovers all sales tax refund opportunities, so you can return these funds where they belong — to your bottom line.

But retroactive tax savings is just one piece of the puzzle.

To deliver the complete benefits of future tax savings, risk reduction, and process improvement, RBA also provides you with the most comprehensive reporting in the industry.

Our 7 actionable reports give you detailed insights into taxes reviewed; savings opportunities realized, reasons behind the refunds, audit trail to source documents, instructions for making claims, exposures noted, and much more.

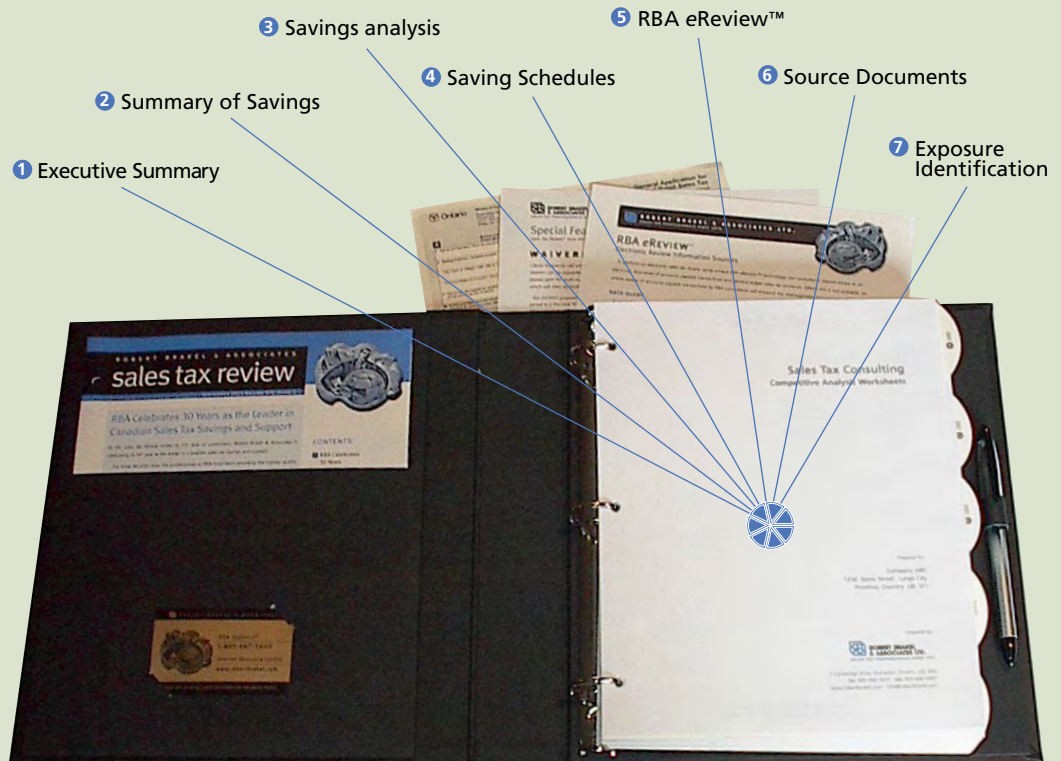
In addition, each of these reports contain a wealth of valuable process improvement data that helps you improve the financial management of your organization; making it more efficient, accurate and compliant.

No wonder clients keep their RBA reports handy; often within arms reach. These documents don't add value just once, but continually throughout the fiscal year.



## Complete Review and Reporting

*As an RBA client, you gain a significant advantage. In addition to a review that identifies savings opportunities from the past, you also receive a compendium of reports that help you save time, reduce costs, improve processes, and eliminate administrative headaches moving forward.*



## Continuous Process Improvement

These days, there's no such thing as a healthy status quo. You're either moving forward, or falling behind. That's why financial executives must continuously identify ways to minimize costs, optimize performance and improve processes.

RBA helps make this happen.

Our extensive reporting gives you a fresh, expert perspective into your organization's sales tax accounting, so you can apply fixes and make improvements where needed.

In addition, you also benefit from industry-leading information services, training programs, online resources, access to experts, and more, that make sales tax management easier and more productive.

With RBA, the opportunities for process improvement never end.

## Books & Manuals

Depending on the scope of the review, RBA clients receive free copies of valuable sales tax reference books (published on CD, featuring advanced index and search features.) These include:

- Value-Added Taxation in Canada: GST, HST and QST,
- Ontario Retail Sales Tax with Commentary,
- Common Audit Exposures.

All are authored by RBA experts and published by CCH Canada.



# RBA's extensive reporting

## ► Report #1. **Executive Summary**

An at-a-glance listing of the scope of the review and the tax savings opportunities uncovered, along with an instructional brief on making the appropriate refund claims.

## ► Report #2. **Summary of Savings**

A detailed summary of all savings identified, conveniently organized by type of tax — GST, PST, HST, Customs, Payroll, etc. — and by specific issue.

## ► Report #3. **Savings analysis**

A full analysis of savings opportunities by issue, along with a detailed explanation as to the underlying reasons for each refund claim, plus process improvement information that helps you minimize tax payments in the future.

## ► Report #4. **Saving Schedules**

A complete audit trail for all refund opportunities uncovered, conveniently segmented by type of tax, issue and supplier. This report provides details at the transaction level: the specific amount, the reason for the refund, and the technical back-up for support.

## ► Report #5. **RBA eReview™**

The posting details on RBA eReview®, Canada's leading sales tax review software. This report identifies each transaction as it was posted into your ERP or accounting system; providing you with powerful process improvement data.

## ► Report #6. **Source Documents**

Copies of all source documents, transaction-by-transaction, supporting each and every refund.

## ► Report #7. **Exposure Identification**

A confidential report of exposures noted during the review process, including technical issues involved and references to the RBA Tax Library for further analysis.

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