



Thank you for your interest in Avantax Filing Services, we've prepared this document to give you a bit of background to what we do and why we do it.

Who We Are

Avantax Filing Services (<https://www.avantax.ca/wefiletaxslips>) came to us by way of a request for help from a client who had run out of time to do their data processing; XML file preparation and slip printing & distribution internally. We helped them out of their jam and the rest is history.

What We Do

Quite simply, we take your raw data (in CSV, Excel or XML format) and import it into our system where we process it; check it for gross error; prepare and submit an XML file to Canada Revenue Agency and/or Revenu Québec; and prepare recipient slips for distribution by mail or email. We can even prepare electronic slips for distribution over a corporate portal.

We're in communication with you during the entire process; and, since we have a secure client portal, you'll not only be able to upload and download data securely but you'll also be notified immediately whenever new data or reports have been uploaded to your portal.

Why We Do What We Do

Let's face it, tax time is never easy, it puts too many demands on you, even under the best circumstances. We exist to help you do your job better. By offloading the drudgery of data processing and report preparation to us, you're freed up to do the work you're best at.

You get to keep doing what you're good at and we get to do what we enjoy doing; we both win!



The Advantages of Using Avantax Filing Services

- **We'll Save You Time** – Imagine how great you'd feel if you didn't have to worry about filing your tax return ... that's what we do for you.
- **We're Quick!** – If we receive your data on Monday we could be ready to submit and print your return by Friday. Large returns, or returns with errors, will require more time but could still be ready within two weeks.
- **We Reduce Printing Cost** – Our industrial printing services are far more economical than most in-house printing options; plus you get the added bonus of avoiding the time consuming work of managing print jobs.
- **We Reduce Postage Cost** – Since we typically send a large volume of recipient slips by mail, we can take advantage of any available bulk mailing rates, occasionally as much as several cents per item.
- **We're Environmentally Friendly** – We don't print anything unless you ask us to. We can even eliminate printing altogether when you choose to distribute recipient slips as password protected electronic documents!
- **We're Canadian, eh!** – Whether you're a Canadian organization or an international with Canadian operations, you can be confident that we have the experience to process your returns correctly and on time.

How to Get Started

Using Avantax Filing Services is easy, after checking out our rates (https://www.avantax.ca/wefiletaxslips/rate_schedule), all you have to do is follow these four steps; we'll do everything else:

- Complete an order form at our Secure Client Portal
- Upload your data to our Secure Client Portal
- Validate your upload through our online validator
- Review our preliminary reports
- Approve your return for submission

Contact Us

You can call us or send an email at any time, with any question, and we'll help you. We're located in north Toronto and we'll reply right away during our business hours of 9:00 AM - 5:00 PM EST. Beyond these hours we'll call or email you back the next business day.

- Phone (GTA): 416 495 1624
- Toll Free: 800 268 3211
- Email: support@avantax.ca
- Web: <https://www.avantax.ca/wefiletaxslips>

Thank you for considering Avantax Filing Services, we encourage you to give us a call or send us an email if you have any questions.