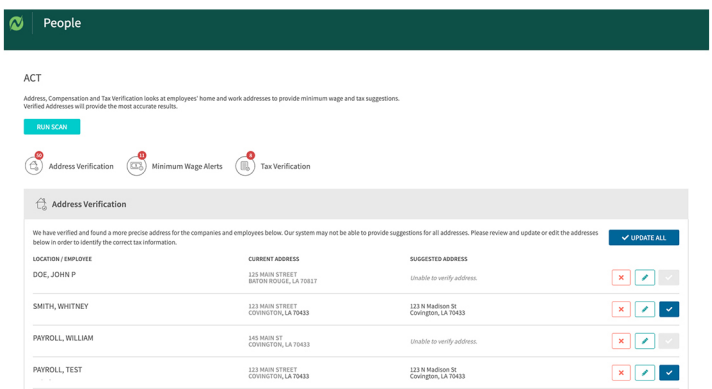


# ACT: Address, Compensation and Tax Verification

## What is it?

Netchex's Address, Compensation, and Tax Verification (ACT) feature ensures your employees are being taxed accordingly and paid the accurate minimum wage based on their actual location. ACT enables you to manage both wage and tax suggestions for employees based on the updated addresses in their employee profile.



The screenshot shows the ACT interface with a header bar labeled "People". Below it, the "ACT" section is active, displaying a "RUN SCAN" button and three status icons: Address Verification (red), Minimum Wage Alerts (green), and Tax Verification (blue). The "Address Verification" section shows a message: "We have verified and found a more precise address for the companies and employees below. Our system may not be able to provide suggestions for all addresses. Please review and update or edit the addresses below in order to identify the correct tax information." A table lists employees with their current and suggested addresses, and action buttons (X, edit, checkmark).

LOCATION / EMPLOYEE	CURRENT ADDRESS	SUGGESTED ADDRESS	
DOE, JOHN P	120 MAIN STREET BATON ROUGE, LA 70827	Unable to verify address.	[X] [edit] [checkmark]
SMITH, WHITNEY	120 MAIN STREET CORNINGTON, LA 70433	123 N Madison St Cornington, LA 70433	[X] [edit] [checkmark]
PAYROLL, WILLIAM	140 MAIN ST CORNINGTON, LA 70433	Unable to verify address.	[X] [edit] [checkmark]
PAYROLL, TEST	120 MAIN STREET CORNINGTON, LA 70433	123 N Madison St Cornington, LA 70433	[X] [edit] [checkmark]

## How does it work?

When ACT is enabled, Netchex will send on-screen tax and minimum wage suggestion alerts whenever a change is made to an employee's home or work address, hourly compensation, or tax information.

Once this feature is turned on, these real time, compliance-based alerts can be ignored or accepted.

- If accepted, the Netchex system allows you to accept suggestions for address, compensation and/or taxes, then will scan for additional tax implications after updating.
- If ignored, your company is accepting the liability of collecting the proper taxes on your employee. State tax entities can charge fees and penalties for not withholding taxes.

## What are the benefits?

- Verify work location addresses and employee home addresses using the same database the United States Postal Service (USPS) uses for mailings.
- Receive minimum wage suggestions based on employees' actual work location—whether they are working at a physical office location or if they are working remotely.
- Ensure your employees are being taxed accordingly and being paid the proper minimum wage for the state they are working in.
- Gain assurance that your company remains in compliance with all updated compensation and tax regulations.