TaxWise® Online Learning Portal

Working with Bank Forms

Wolters Kluwer partners with several banks, allowing you to offer prepaid debit cards, print checks in your office or request direct deposits for your clients. This service provides taxpayers options in receiving their refunds and is a convenient way to pay tax preparation fees.

Visit the websites for each partner to learn more about the services, associated fees, and limitations. The banking partners you can choose from are:

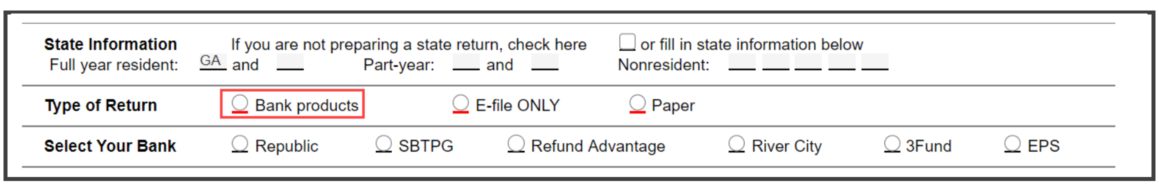
- Santa Barbara Tax Products Group - **https://www.sbtpg.com/**
- Refund Advantage - **https://www.refund-advantage.com/**
- Republic Bank - **https://www.republicrefund.com/**
- 3Fund - **https://www.sbtpg.com/**
- EPS - **https://www.epsfinancial.net/**

To offer refund settlement solutions you must submit your ERO Application to the Bank you swish to partner with. Once accepted by the bank you normally must complete some type of compliance training before you are able to offer these services.

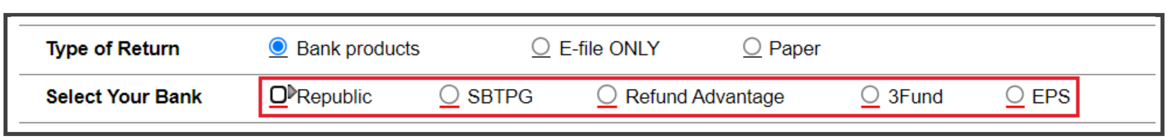
For additional information on completing your ERO application, review the lesson included in the *Working with WK* module.

To load bank forms to a return:

1. On the Main Information Sheet, select the **Bank Products** as the Type of Return.

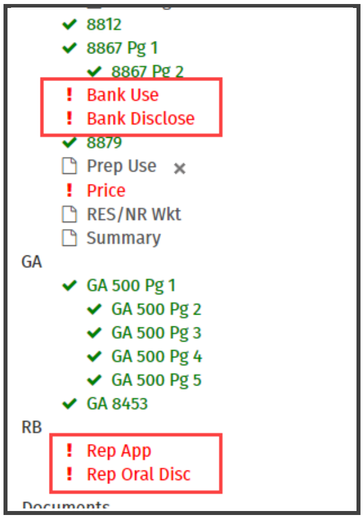


2. Next, select your banking partner. For this lesson, select **Republic**.



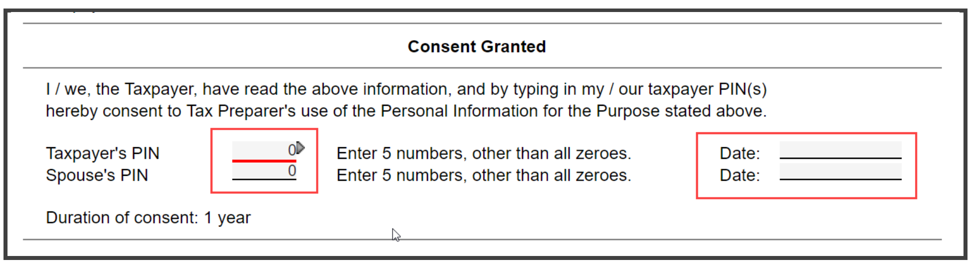
Remember, you must submit your ERO Application via the Solution Center, and get bank approval, before you can offer bank products.

3. TaxWise Online loads the Bank Use and Bank Disclosure Forms, along with the bank specific application and disclosure forms.



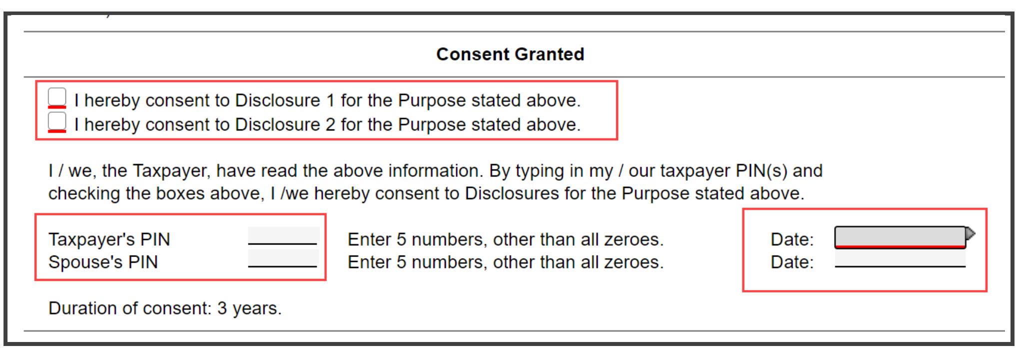
4. Regardless of the Banking partner, the taxpayer and/or spouse must give authorization to use and disclose their tax return information. Click the **Bank Use** form.

5. In the Consent Granted section, the taxpayer and/or spouse must type in a 5-digit pin to consent, along with the date. Next, click on the **Bank Disclose** form.



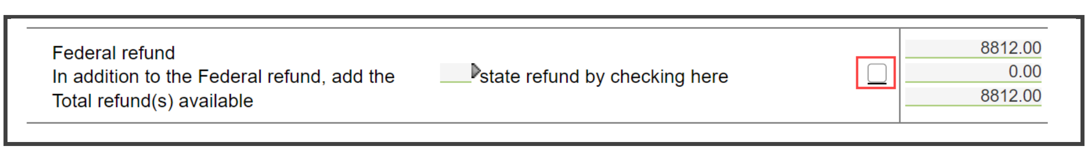
Consent to Use is granted for a 1-year period for the date entered.

6. On the Bank Disclosure form, in the Consent Granted section, the taxpayer and/or spouse must consent to the Disclosure 1 & 2, and type in the 5 digit PIN and date.



Consent to Disclose is granted for 3 years from the date entered.

7. If you with to include the State refund for the bank product application, select the checkbox.



8. In the Bank Product Analysis section of the Bank application section, select which product the taxpayer and/or spouse is applying for. For this lesson, select RTDD.

Bank Product Analysis

	No bank product	Easy Advance only	RT	RTDD	NetSpend prepaid card	Walmart Direct2Cash
Total refund	8812.00	0.00	8812.00	8812.00	8812.00	8812.00
Fees	125.00	0.00	125.00	125.00	125.00	132.00
Net refund	8687.00	0.00	8687.00	8687.00	8687.00	8680.00
Advance		0.00	0.00	0.00	0.00	0.00
Federal	8687.00	0.00	8687.00	8687.00	8687.00	8680.00
State	0.00	0.00	0.00	0.00	0.00	0.00
Check one		○	○	○	○	○

9. In the Direct Deposit Information section, enter the taxpayers routing number and account number. Select if this is a Checking or Savings account.

Direct Deposit Information

RTN: ______ Account: ______ Checking: ○ Savings: ○

For accuracy, rekey the routing transit number and the account number on the Main Information Sheet.

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10. Protection Plus is an audit shield and identity theft restoration service you can offer your clients. If they want this service, select **Yes**, and complete any associated consent forms for this product.

11. You can also indicate whether the taxpayer wants to receive text alerts and enter a cell phone number to receive those messages. Scroll down.

Protection Plus

Protection Plus offers services and benefits for you and your taxpayer such as audit assistance, help with denied credits, and assistance with ITIN rejections. Additional benefits include help with taxpayer resolutions for debts, liens and garnishments.
By selecting "Yes" below, I acknowledge that

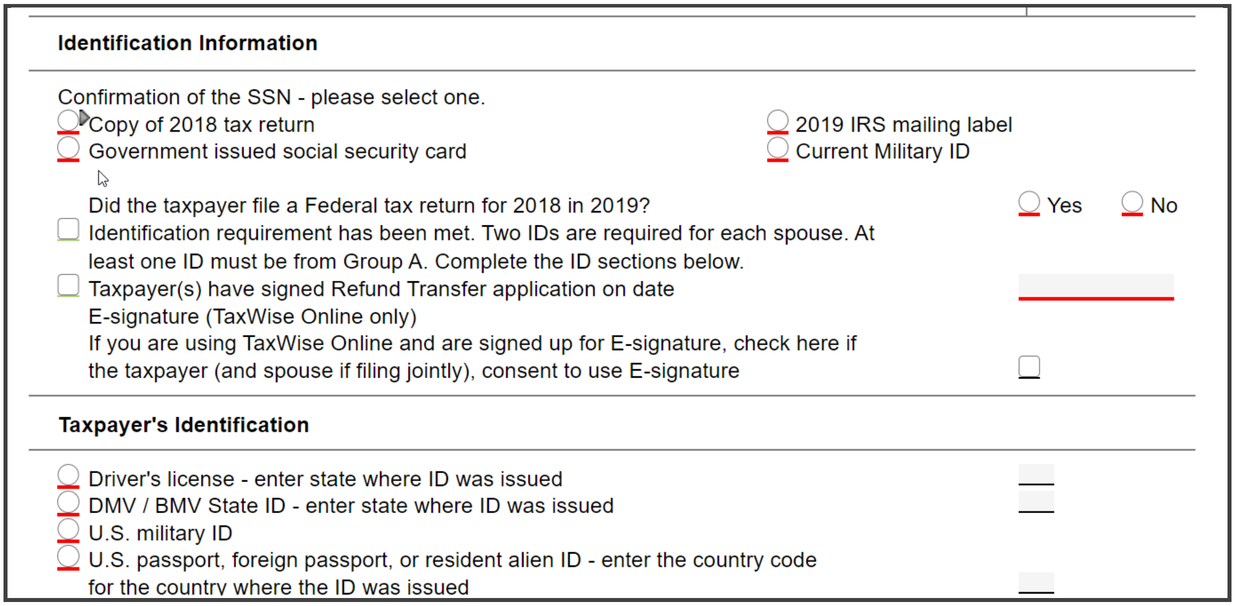
1 I have read, understand and agree to the user agreement and I fully agree to terms and conditions of the user agreement. Click the link below to access the user agreement.
http://myprotectionplus.com/mypp-contract.pdf

2 I agree that this electronic signature has the same full force and effect as a handwritten signature or mark.

Do you agree to the user agreement and does the taxpayer want Protection Plus? ○ Yes ○ No

Does the customer want to receive account related text messages? Message and data rates may apply from their wireless carrier ○ Yes ○ No
Cell phone number for text messaging ______

12. In this section, complete the fields to indicate how you verified the taxpayer's identity. Repeat these fields for the spouse if applicable.



Identification Information

Confirmation of the SSN - please select one.

- ○ Copy of 2018 tax return
- ○ Government issued social security card
- ○ 2019 IRS mailing label
- ○ Current Military ID

Did the taxpayer file a Federal tax return for 2018 in 2019? ○ Yes ○ No

☐ Identification requirement has been met. Two IDs are required for each spouse. At least one ID must be from Group A. Complete the ID sections below.

☐ Taxpayer(s) have signed Refund Transfer application on date

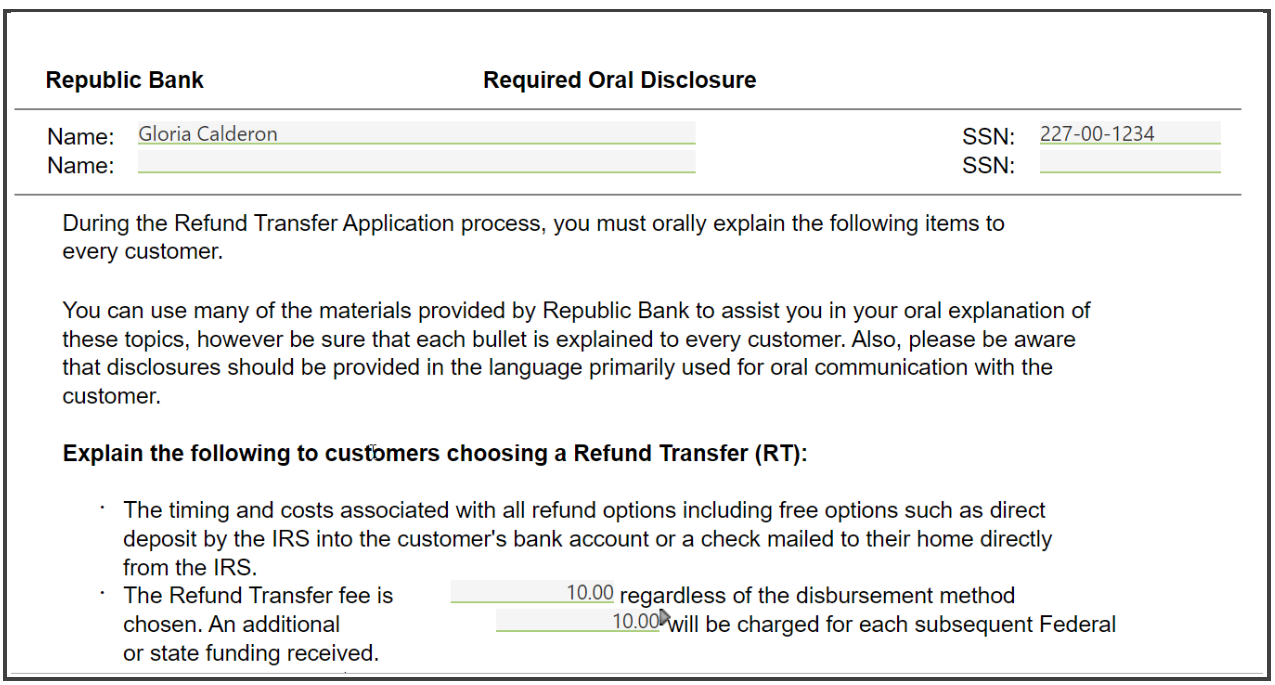
E-signature (TaxWise Online only)

If you are using TaxWise Online and are signed up for E-signature, check here if the taxpayer (and spouse if filing jointly), consent to use E-signature ☐

Taxpayer's Identification

- ○ Driver's license - enter state where ID was issued
- ○ DMV / BMV State ID - enter state where ID was issued
- ○ U.S. military ID
- ○ U.S. passport, foreign passport, or resident alien ID - enter the country code for the country where the ID was issued

13. Next, click **Rep Oral Disc** to open the Required Oral Disclosure form.



Republic Bank **Required Oral Disclosure**

Name: Gloria Calderon SSN: 227-00-1234

Name: SSN:

During the Refund Transfer Application process, you must orally explain the following items to every customer.

You can use many of the materials provided by Republic Bank to assist you in your oral explanation of these topics, however be sure that each bullet is explained to every customer. Also, please be aware that disclosures should be provided in the language primarily used for oral communication with the customer.

Explain the following to customers choosing a Refund Transfer (RT):

- The timing and costs associated with all refund options including free options such as direct deposit by the IRS into the customer's bank account or a check mailed to their home directly from the IRS.
- The Refund Transfer fee is 10.00 regardless of the disbursement method chosen. An additional 10.00 will be charged for each subsequent Federal or state funding received.

The return must be printed, reviewed, and singed by the taxpayer before creating the e-file.