

ACH 自动转账缴税简易指南

September 2024



## 🔚 EastWestBank

## ACH 自动转账缴税简易指南

- 使用 ACH 自动转账缴税,请登入 *businessBridge*<sup>®</sup> Premier.
- 请点击付款,并在建立 ACH 自动转账付款选单下选择缴税。

PAYMENTS							<b>g</b> Edit
CREATE ACH PAYMENTS	•	CREATE ACH TEMPLATE	•	MANAGE	•	PAYMENT TOOLS	•
<ul> <li>Direct Deposit</li> </ul>		Direct Deposit		Payment Center		ACH Quick Entry History	
Pay a Business		Pay a Business		Template Center		Import Profiles	
Pay an Individual		Pay an Individual		Master Recipient List		Import History	
Pay Taxes		Pay Taxes				Export Profiles	
						Export History	
						Holiday Calendar	

- 输入付款说明
  - 账户:选择为 ACH 付款提 供资金的账户。
  - ACH 公司 ID:选择您的 ACH 公司 ID。
  - **生效日期**:收到款项的日期。

Transaction Description *	Enter a Description	
Account *	Select an Account	v
ACH Company ID *	Select an ACH Company ID	~
Effective Date *	06/12/2024	<b></b> ?
Frequency	One-Time Only	Recurri

## • 点击选择收款人

RECIPIENTS						
				Select Re	cipients Import from File	
Recipient Name 🔺 Recipient ID	Bank ID 🔺 Tax Authority Code	Account Number 🔺	Amount 🔺	Status Prenote Expiry	Tax Format * Addenda*	
NO RECIPIENT SELECTED						

## 选择州

RECIPIENTS						
Show All	⇒ Search	۵ ۹		[	Select Recipients	Import from File
Recipient Name 🔺 Recipient ID	Bank ID 🔺 Tax Authority Code	Account Number 🛦	Amount 🔺	Status Prenote Expiry	Tax Format * Addenda*	
				Set All 🔍		•
CALIFORNIA CA	CA			Active 🤝	Đ	1

<ul> <li>点选税务格式下的加号并选 择税务类型</li> </ul>	ADDENDA INFORMATION			
o 输入您公司的税号	Taxpayer ID *	Enter Taxpayer ID		
○ 输入 <b>纳税结束日期</b>				
o 输入 <b>税额</b>	Period End Date *	mm/dd/yyyy		
	Tax Amount *	Enter Tax Amount		

备注:税收类型和附加资讯可以在您的税单上找到

根据输入的资讯,系统将为您产生附录。

Recipient Name 🔺 Recipient ID	Bank ID 🔺 Tax Authority Code	Account Number 🔺	Amount 🛦	Status Prenote Expiry	Tax Format * Addenda*	
				Set All 👻	1	•
CALIFORNIA CA	122000496 CA	8003221456	1,000.00 USD	Active 🔍	ĩ	
Addenda TXP*33322211	11411*02124*240615*T*100000\ Edit	Delete				

**有任何疑问?** 邮箱:<u>GTSClientService@eastwestbank.com</u>|电话:888-761-3967 **营业时间:**太平洋时间周一至周五早上6:00时至下午7:00时