

Disclosure Management Outsourced Services



Accuracy and automation are critical to ensure regulatory compliance for your company’s financial disclosures. Certent Disclosure Management provides greater control over your reporting process by eliminating manual workflows and improving the quality of your filings. But not every client is ready to adopt a software solution and create filings in-house. That’s why Certent provides XBRL and EDGARization Outsourced Services.

Our accounting team provides XBRL and EDGAR-compliant HTML, and files directly to the SEC on your behalf. Because we leverage our Disclosure Management platform internally to service our customers, we deliver outstanding value, and if you ever choose to transition to a software solution in the future, the transition could not be easier. To ensure the highest quality filings, our experts comb through your documents and assess tagging completeness, calculation validity, custom tag usage, and much more.

Choose the service level that meets your needs – and dial your services up or down as those needs change.

	XBRL Outsourcing	XBRL Outsourcing with EDGARization	A la Carte Services
Tick & Tie	✓	✓	Optional
Validation	✓	✓	Optional
Tagging	✓	✓	Optional
Taxonomy Conversion	✓	✓	Optional
EDGARization		✓	Optional
Formatting Assistance	Optional	Optional	Optional
Filing Agent Services	Optional	Optional	Optional
Certent XBRL Bootcamp	Optional	Optional	Optional
Customized Web-Based Training	Optional	Optional	Optional
Section 16 Filings	Optional	Optional	Optional

*Outsourced Service Solutions include 3 iterations per filing.



HIGHLIGHTS INCLUDE:

- U.S.-based accountant teams who act as an extension of your financial reporting team
- Robust validation tools and internal controls for quality review
- Transparent and competitive pricing – we take advantage of the efficiencies provided by our software tools to deliver great savings with no “nickel and diming”
- Easy transition to software solution when the time is right, since your documents, taxonomy, XBRL tags, and HTML are already in place
- Access to online and in-person education to increase your confidence in reviewing XBRL. We set you on a path to take as much or as little control of the process as your needs require.

Types of filings supported include:



Periodic filings:

- 10-Q/K
- 20-F
- 40-F
- 6-K
- 11-K



Ownership forms:

- 3, 4, and 5



Others:

- IranNotice
- Form SD
- 13F
- And many others



Annual proxy statements:

- Def 14a
- Pre 14a



Transactional filings:

- Registration statements
- S-8POS
- POSASR
- 424s
- 8-K
- S-1



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ABOUT CERTENT

Certent makes it easier for companies to meet their financial compliance requirements. Certent's user-friendly, web-based technology streamlines equity plan management, financial reporting for ASC718, and financial filings (in XBRL and HTML) with the U.S. SEC. With technology based on in-depth accounting expertise, an open ecosystem of industry partners, and an expert services organization focused on customer success, Certent has helped more than 1,300 companies worldwide innovate their financial compliance processes.

