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Introduction
INTRODUCTION

The New Payment System for our artist

Tipalti is a global remittance company that provides a comprehensive system of payments. This new service will allow you to transfer your royalties directly to your bank account (wire transfer) or receive an e-check, track your payouts with ease, and receive them faster.

Remember: Tipalti is a new additional method and, if you are comfortable with previous methods of payments you can continue to use them. The minimum amount to use Tipalti is US$ 200 (two hundred US dollars).
In order to withdraw your USD funds from your account with Tipalti, you will need to set up an account and enter your payment details.

- Click on the button Setup Tipalti Account

There are steps that you need to setup your account:

- Contact Information
- Payment Method
- Tax information

After you set up your account, the information will be saved automatically in the system for future payments.

Please Note: if you need help filling the information or face any issues, Tipalti will be providing support during the setup process. If you have any questions, please email supplieronboarding@tipalti.com.
How It Works
HOW IT WORKS

Overview

Available currencies

Click Withdraw Funds

Choose Withdraw with Tipalti
**Withdraw Funds**

Tipalti is a payment method that allows you to receive payments from ONErpm directly to your bank account (wire transfer) or by receiving an e-check. In order to withdraw your USD funds from Tipalti, you will need to set up an account and enter your payment details.

1. **SETUP TIPALTI ACCOUNT**

2. **EDIT ACCOUNT SETTINGS**

3. **PAYMENT HISTORY**

4. **WITHDRAW FUNDS**

*Note: The minimum amount to withdraw with Tipalti is USD 200 (two hundred dollars).*

1. Click in Set-up Tipalti
2. You can edit your Tipalti’s account information;
3. You can check all your previous payments;
4. The portal that you can withdraw your royalties.
If the balance of your ONErpm account is less than US$ 200 (two hundred US dollars), you will not be able to withdraw any funds through Tipalti.
Setting Up
Tipalti Account
SETTNG UP TIPALTI ACCOUNT

Editing

Withdraw Funds

Tipalti is a payment method that allows you to receive USD payments from ONErpm directly to your bank account (wire transfer) or receiving an e-check.

Your payment may be in transit between the Tipalti and your Bank. To see more details about it, you can check the Tipalti Payment History.

Your current Tipalti payment method: WireTransfer

Click here to edit your Tipalti account

Name of the bank account
ONErpm Accounting Tutorial - Monthly Report

Here you will fill/enter all your personal information.

In case your bank account is a Company bank account

- Please check the ‘i’ icon for mandatory fields.
- The email address must be the same as your ONErpm email account
- Select your country and don’t forget to add your area code
- Company, same name as it’s on your bank account
- Fill out your the correct ZIP Code
- Be aware that the fields don’t accept accentuation

*Please enter your contact details as they appear on your bank records.
You will be able to identify any incorrect field through automatic error message when concluding the step on the form. Please correct all information to proceed.

In case your bank account is an Individual bank account:

- Please check the 'i' icon, some fields are mandatory.
- The email address must be the same as your ONErpm email account.
- Select your country and don’t forget to add your area code.
- Company, same name as it’s on your bank account.
- Fill out your the correct ZIP Code.
- Date of birth - use Tipalti calendar.
- Be aware that the fields don’t accept accentuation.

*Please enter your contact details as they appear on your bank records.
Choose a Payment Method: wire transfer or e-check/local bank transfer, fill out with the proper bank information and click next.

Tips about the form
- Phone number fill out with your individual or your company phone number;
- Bank address 2 is optional;
- Bank name is the name of the bank, for example: Bank of America;
- Branch name is the name of the agency, for example Bank of America 5th Avenue;
On this step, you should fill with all the necessary information for eCheck method.

Once you setup your account, the information will be saved automatically for future payments.
SETTING UP TIPALTII ACCOUNT

Payment Method

Fees

Payment fees
Bank wire Int USD 26.00
E-check USD 5.00

The fee is charged before the money is transferred
Setting Up Tipalti Account (Tax Form)
Choose the tax form according to your status:

**W-8BEN:** Only for non-us citizens;

**W -8BEN- E:** Only for non-us companies;

**W-9:** Only for US citizens.
All your personal information regarding tax should be filled into this form.
Foreign tax number: CPF/CNPJ for Brazil, Personal ID number equivalent to other countries
ONLY for countries that have benefits with USA.
Brazil is not included.
SETTING UP TIPALTI ACCOUNT

Tax Forms

For all tax purposes, please contact your accountant/lawyer.
For all tax purposes, please contact your accountant/lawyer.

*All the fields must be filled before submitting your tax form.
Once you concluded all previous steps, you are all set and can start using Tipalti.

Your setup information will be saved automatically for future payments.
How To Track Your Payment
Once you withdraw your funds a confirmation email about your payment request is sent.
Click on the link to procedure with your payment request.
HOW TO TRACK YOUR PAYMENT

Payment History

Withdraw Funds

Tipalti is a payment method that allows you to receive USD payments from ONErpm directly to your bank account (wire transfer) or receiving an e-check.

Your payment may be in transit between the Tipalti and your Bank. To see more details about it, you can check the Tipalti Payment History.

Your current Tipalti payment method: WireTransfer.

Click to track your payment history

Name of the bank account
After clicking on your payment history you will be able to track your payment.

Status are **Deferred** or **Paid**:
- **Deferred** - Payment method missing
- **Paid** - Payment OK
HOW TO TRACK YOUR PAYMENT

ONErpm Account

Your payment history can also be seen through your ONErpm account.
ONErpm GUIDE FOR CLIENTS

ADDITIONAL PAYMENT METHOD