

Tech Release Notes

Version 21.8



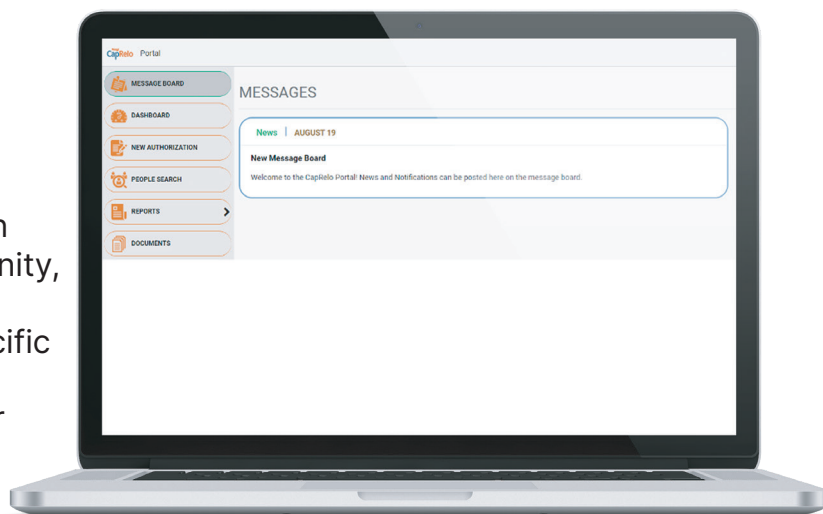
As part of our on-going commitment to technology flexibility, efficiency, and excellence, we proudly share our Tech Release Notes showcasing features added to our Companion and CapConnect Portals. The upgrades significantly enhance the functionality and usability for our clients and their employees. Please contact us with any questions.

KEY FEATURES

Message Board

Available in both Companion and CapConnect Portals

Added a message board feature which can be used to update teams' Community, News, Events and Release Notes. Announcements can be made for specific populations, e.g., employees only in addition to all users. Reach out to your Client Services Representative to discuss how this feature could best be used for your population.



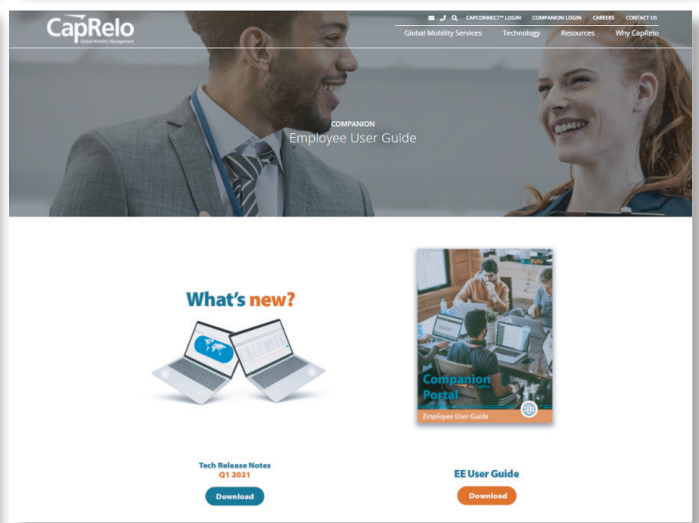
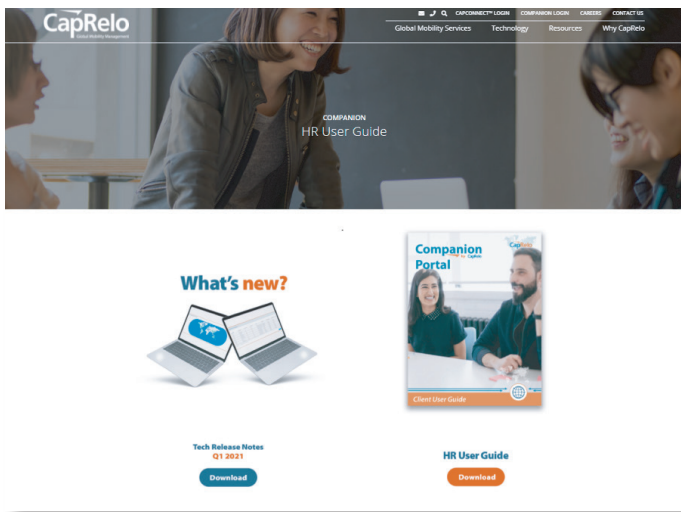
To view messages, simply click on the Message Board on the left-hand menu. New Messages show an (!) icon until read and messages remain visible until removed.

Tools and Resources

Available in both Companion and CapConnect Portals (different links)

Added easy access to HR and Employee Portal User Guides to the Tools and Resources area. To view the relevant Online User Guide and latest Release Notes, simply go to the tools and resources area and click the link. You will be redirected to a secure area of the CapRelo Website where the latest version of these documents is available to download at your convenience.

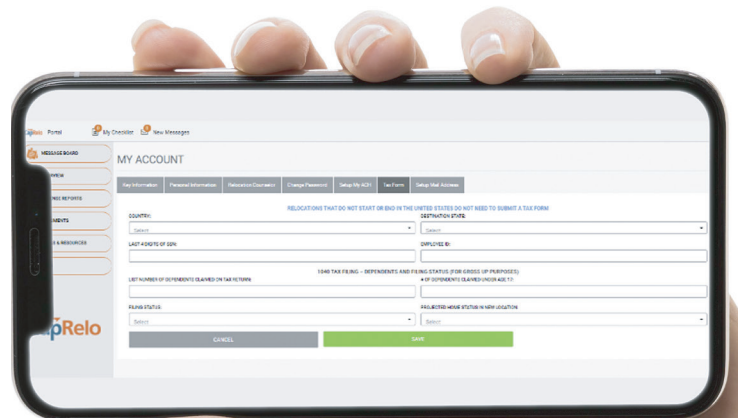
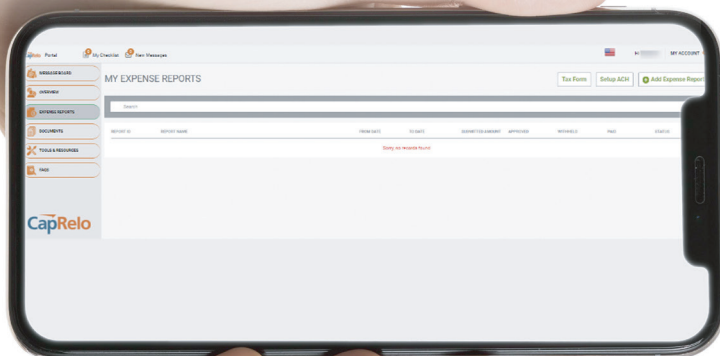




US Tax Form

Available in both Companion and CapConnect Portals

Added a copy of the US Tax Form which can now be completed and submitted online. This form is relevant for all employees on a US Payroll. It is accessible from 'My Expense Reports' and from 'My Account' page.



OTHER ENHANCEMENTS AND FIXES

Bank Information Enhancement

Available in both Companion and CapConnect Portals

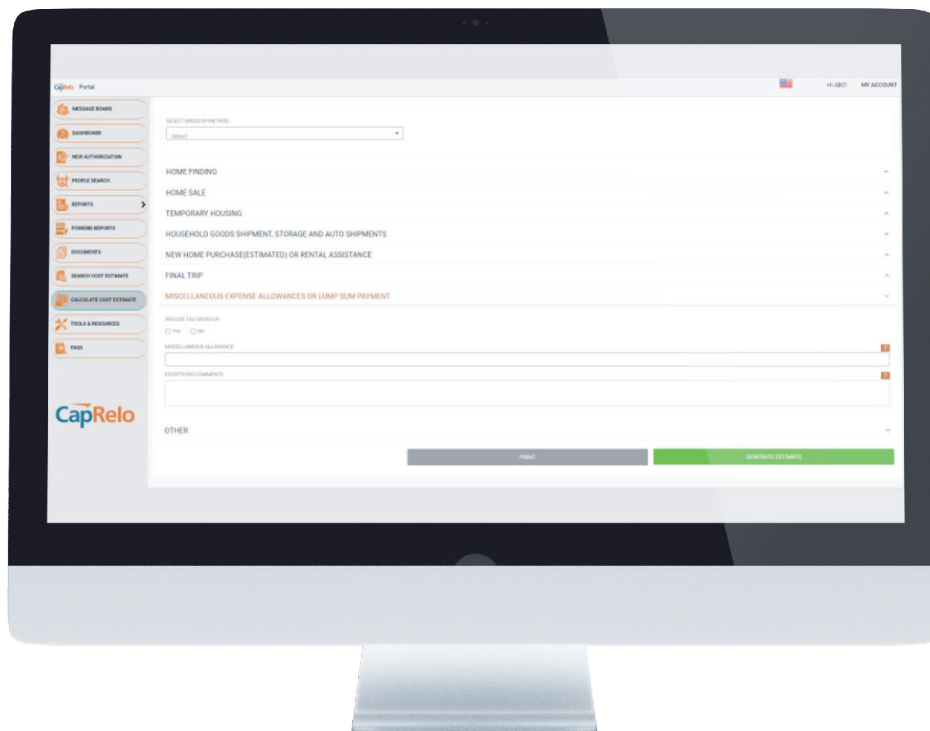
Banking information captured is now specific to the country in which the bank account exists, such as BSB# in Australia, Cedula number in Colombia, and the like. This enhancement removes the possibility of not providing relevant details, enabling a streamlined reimbursement process for employees.



US Domestic Cost Estimate – Miscellaneous Allowance

Available in both Companion and CapConnect Portals

Added option to include the Miscellaneous Allowance within the gross up calculation as part of the online US Domestic Cost Estimate tool. This was previously excluded from the gross up, leading to a potential underestimate of total costs.



About CapRelo

CapRelo is a full-service global relocation management company that manages over 10,000 worldwide relocations and assignments annually for all sizes of companies – small to major multinationals alike. With 24 years of mobility expertise, we have established an extensive global footprint with presence in the Americas, EMEA and APAC. Your purpose drives our focus and allows us to be uniquely positioned to help you both acquire and retain the best talent. Our vision is lived by our staff, our daily interactions with clients and industry colleagues and our commitment to the communities we serve. We are proud to support the relocation needs for living, working, thriving anywhere across a lifetime.



Contact Us

For more information or an in-depth demonstration of our technology portals, please contact us at

info@CapRelo.com or dial **+1 (001) 703-260-3323**.