Domicile365.com

Domicile365 App User Guide

June 2023

Android Version 54

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Domicile365.com

1 Introduction

1.1 Scope and Purpose

This guide is designed to provide a walkthrough of the features and functions of the Domicile365 Application. This Application is designed to track your days spent in various locations for tax (including statutory resident and domicile monitoring and tax filing obligations), homestead, exemption and other compliance purposes. You may track by Country, State, City, Possession and/or Province.

You can set an unlimited number of alerts by Country, State, City, Possession or Province. Receive alerts by email and local notification on your phone as your reach various day thresholds. Check your alerts at any time.

Track days for employer-employee income tax withholding and non-resident income tax purposes. States impose non-resident income tax and employer income tax withholding based on days worked in-state (ranging from "first day" in state to 30-60 days in a calendar year) notwithstanding that you are not a resident or domiciliary.

Your location is generally recorded throughout the day using the highest level of accuracy supported by your phone. Please note that the continuous tracking may have a minor impact on battery life and data usage since location is recorded in the cloud. The app has been optimized to limit battery usage.

Search by dates. Email detailed logs containing all recorded locations showing your location throughout each day in the selected range or all days. Use for audit and other purposes.

Manually enter missing dates for time periods before you activated the app for more complete analysis.

Separate calculator to check U.S. residency day count using special 3 year averaging rule.

Jurisdictions have become increasingly aggressive in asserting residency status. The burden of proof is generally on you to establish how many days you spent inside and outside the jurisdiction. Use this app to help carry your burden of proof and evidence what your day count is. With states and cities increasing their tax rates to all time highs, the stakes have never been higher.

2   Key Features

2.1   Enter Missing Days and Days For Periods Prior to App Installation.

In the event that you install the App and start your trial and/or regular subscription after a calendar or tax year has commenced, you can, if you choose, enter days and locations for days preceding the start of your subscription. To do so in the App, go to Settings | Enter Missing Days.

Similarly, in the unlikely event that your phone does not capture any location for a given day, you can go to Settings | Enter Missing Days. This can happen, for example, if your phone is off for the entire day or you are in a location where there is no cell phone service or WiFi (for example, if hiking/camping in the mountains, international travel where you do not have international data service for your phone, cruise ship, etc…).

*If you have a significant number of missing days to enter, it is sometimes easier to enter them on the website (www.domicile365.com). Just login on the website (same username/email and password as the App) and select Missing Days from the top menu.
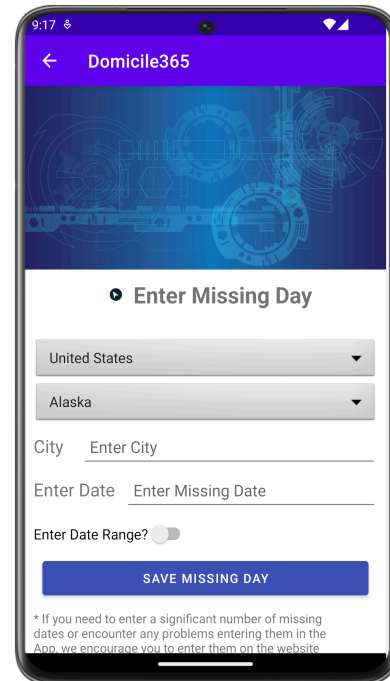
2.2   Setting Alerts

Alerts are a great way to keep track of days spent during the year in a particular jurisdiction (Country, State, Province and/or City). Many jurisdictions provide that if you spend more than 183 days in a jurisdiction during a tax year, you become a resident for local tax purposes.

By setting an alert for those jurisdictions where you spend or anticipate spending material time, you can make sure you don't exceed the applicable day limits.

Once you set an alert, you can receive updates daily via email, see updates upon login to the App or on the website (https://www.domicile365.com) as well as get message notifications on your phone once you start getting close to the limit.

There are numerous ways to set up or modify alerts. Simply login to the App and you will see buttons to set, check and/or modify alerts.
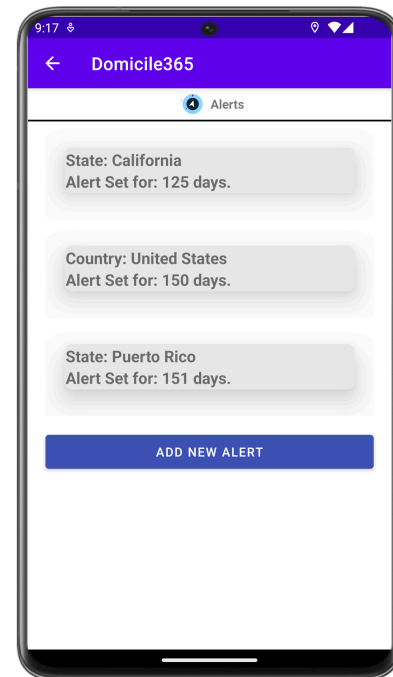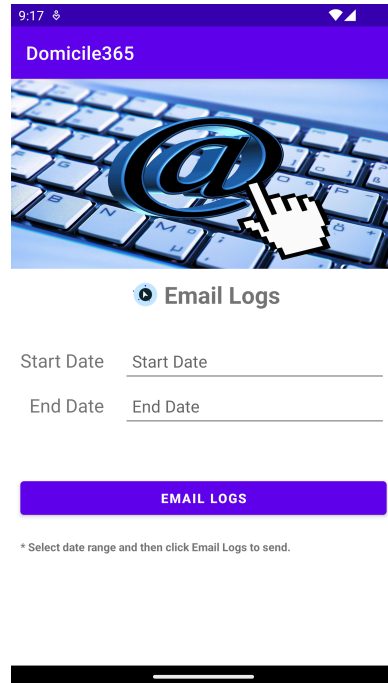
2.3   Searching

Upon login in both the App and website (https://www.domicile365.com), you are able to search date ranges to check day counts. This can be useful to obtain the underlying granular logs, searching prior year day counts or if the jurisdiction has non-standard date ranges for determining residency status.
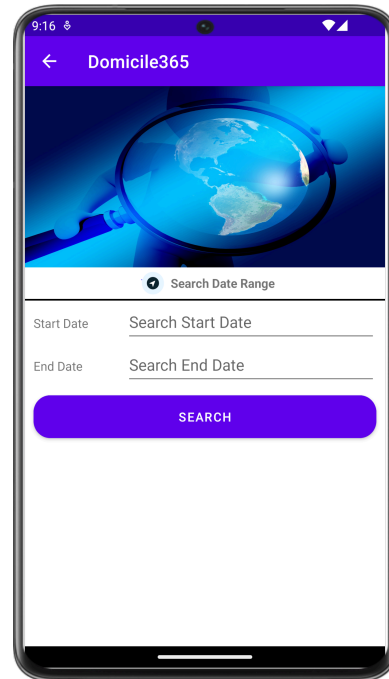
2.4   Audit Logs

If you need every entry recorded (often every 15 minutes during every day), with details such as latitude/longitude, type of phone/operating system, Country, State, City, Possession, Providence and Time recorded to the second, please download your logs and/or email them to yourself and your advisors. Logs are available from the App or online on our website (https://www.domicile365.com).   It is available on the search page, as well as the day count listing page.

2.5   Checking Day Counts

You can check your current day counts at any time by logging into the App or on our website (https://www.domicile365.com).

You can see your day counts by jurisdiction in summary format or a more granular day-by-day location by location listing.   If you need every entry recorded (often every 15 minutes during every day), with details such as latitude/longitude, type of phone/operating system, Country, State, City, Providence, Time recorded to the second, please download your logs and/or email them yourself and your advisors.

If you need to monitor day counts in a jurisdiction that only counts overnight stays, you can see that displayed in the App by selecting the Day Count button upon login and then selecting the Day Count Overnight Only button at the bottom of the page.

2.6   Menu

Many of the features can also be accessed by the main menu shown to the left.
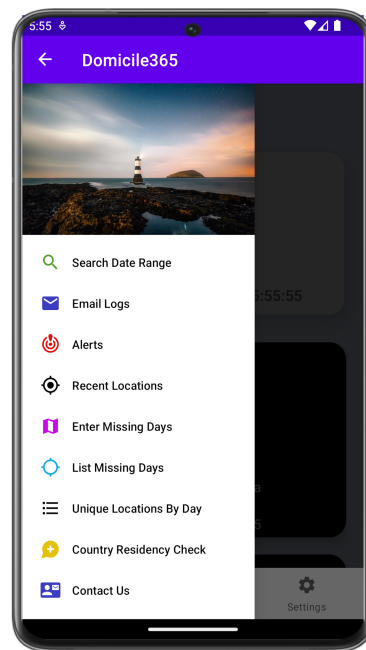
2.7   Trial and Paid Subscriptions.

No credit card or commitment is required to obtain a free 60 day trial to the App. At the end of the 60 day trial, you can elect to subscribe on a monthly basis.   You will receive email and message notification reminders at the end of your trial.

InApp subscriptions are available under Settings | Purchase Subscriptions in the App.   Billing and payment is handled by the Google Play store.   You can also subscribe through the Domicile365.com website by clicking on the Pricing link.
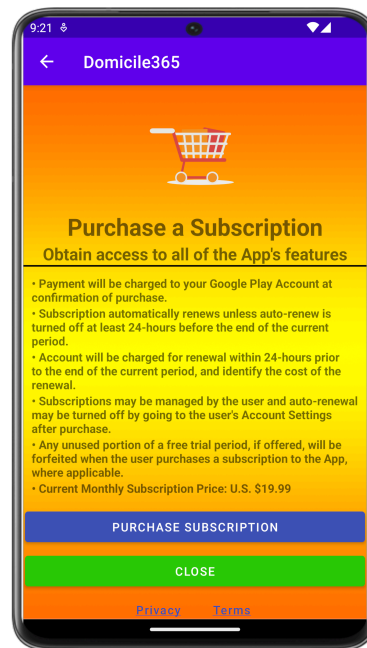
2.8   Settings.

There are a variety of settings that can be adjusted for the App.   These include turning precise longitude/longitude tracking on and off and turning on or off alerts on your device or via email.

Email	jeff@domicile365.com
Alert Phone Notifications*	
Alert Email Notifications	
Track Latitude/Longitude	
Tracking On/Off	
Subscription Start	2023-06-10 00:00:00
Subscription Type	Monthly Paid

PURCHASE SUBSCRIPTION

DELETE ACCOUNT

* Alerts provided when day count is equal or greater than 75% of alert target

Home   Day Count   Settings
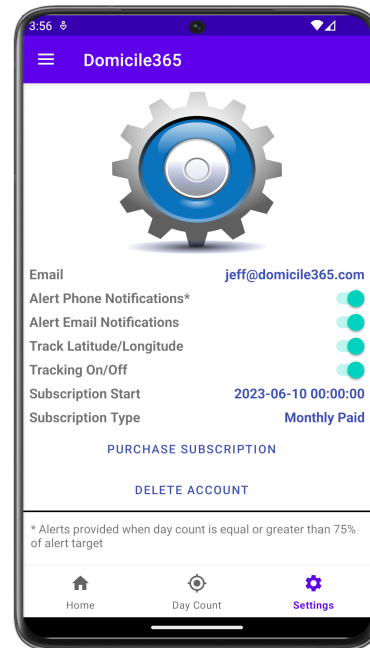
2.9   Android Issues With Location Background Services.

Certain phone manufacturers that use the Android operating system have opted to modify the standard Android operating system to automatically terminate applications that are in the background or applications that use background services when an application is closed. This has the effect of preventing the Domicile365 Application from recording a user's location as is required to effectively use the application.   In most cases, this issue can be resolved by adjusting the battery and other settings in the phone's Settings.   A useful website (https://dontkillmyapp.com/) provides detailed instructions on how to adjust the Settings to avoid this unintended result for device manufacturers that have been identified as modifying the Android operating system in this manner. If you are using an Android phone and need assistance with the correct Settings, please let us know at support@domicile365.com.

Samsung and other Nexus devices often require the following settings to be adjusted. 1. "Allow all the time" Location permission (See Section 2.10 below). 2. Battery in the background – ensure that App battery usage is "unrestricted." By default, it is often set at "Optimized" which can terminate the App in the background. 3. Data usage – Mobile Data and Wifi – Background data. Please ensure that Background data -- Enable usage of mobile data in the background is toggled "on". Also, toggle Unrestricted data usage to "on". We have found that if these settings are adjusted, the App will work well on Samsung devices. The settings can generally be found in Settings->Apps->Domicile365.	
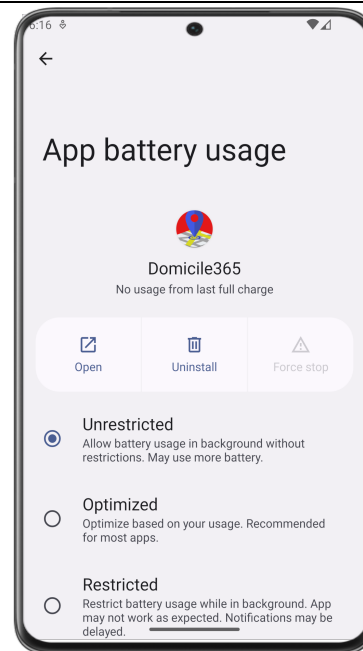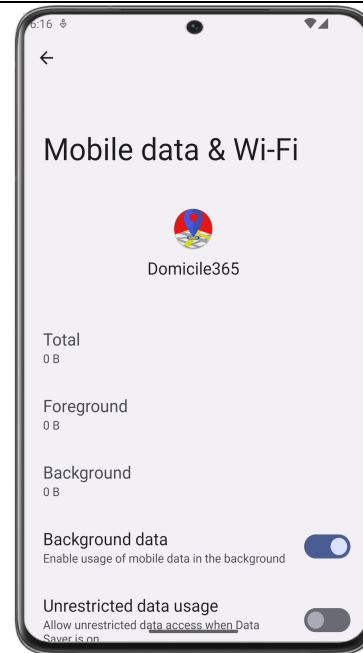
2.10 Allow All the Time Location Background Services.

Android devices now require that you manually toggle "on" the Location permission for the App to "Allow all the time". This is required for the App to work and function correctly. This permission screen can be edited by going to Settings->Apps->Domicile365. Alternatively, in the App, you can navigate to the Settings page (from the bottom menu) and select Check/Edit Settings.
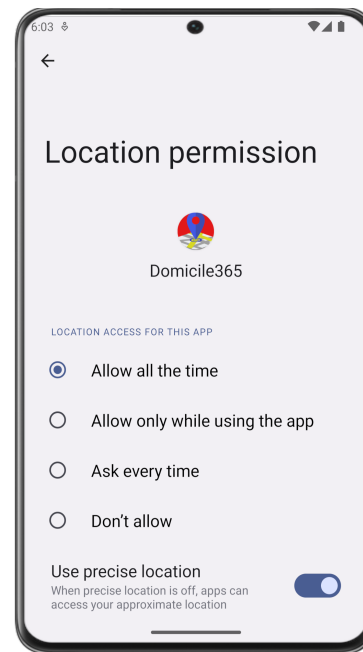
2.11 New or Replacement Phone.

In the event that you obtain a new or replacement phone, you will need to ensure that the Domicile365 App is installed on the new phone and that you login promptly after device changeover. The new phone will not start posting location updates until you login on the new phone.

2.12 Travel and Time Zone Changes.

Our cloud servers time stamp each location update posted with both your device's local time and Greenwich Mean Time ("GMT").

Most phones can be set to automatically update your phone to the local time when traveling. On rare occasion, we have seen some phone not immediately pick up the local time, which can result in location postings having the incorrect local time. Also, if you have not set your settings to automatically adjust your device to the local time, this can also lead to errors in location posts. To avoid these issues, please make sure that your phone is set to automatically set your date and time to the current local time.

On Android devices, this can be adjusted in the Clock App's settings.