TAX REPORTING SUITE

TRSuite

VERSION 26.03



USERS'S MANUAL

Published: Oct 2026

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Revision History

Product Version	Doc Version	Revision Date	Description
1612	Rev 0	15.12.2016	Initial Revision
1703	Rev 1	07.03.2017	CRS Module Release
1706	Rev 2	15.06.2017	CRS / AT / FATCA Update Release Update Web-Site (trsuite.ch) Legacy installer not available any more Mac OS X installation
1712	Rev 3	01.01.2018	Work Item introduced
1803	Rev 4	21.03.2018	Additional CRS Country-Modules, fixes
1807	Rev 5	31.7.2018	Additional CRS Country-Modules, fixes, passwords saved encrypted in config files
1812	Rev 6	17.12.2018	FATCA and CRS improvements, additional country validators
1902	Rev 7	11.02.2019	FATCA & CRS improvements, support for FI & CK
1911	Rev 8	7.11.2019	CH FATCA Group Request, AT improvements, CRS improvements (AT, CH, CN)
20.01	Rev 9	20.01.2020	https://www.easycrs.ch/index.php/8-trsuite/13-trsuite-release-notes-version-20-02
20.02	Rev 10	24.02.2020	https://www.easycrs.ch/index.php/8-trsuite/13-trsuite-release-notes-version-20-02
20.03	Rev 11	25.03.2020	https://www.easycrs.ch/index.php/8-trsuite/15-trsuite-release-notes-version-20-03
20.05	Rev 12	02.06.2020	https://www.easycrs.ch/index.php/8-trsuite/16-trsuite-release-notes-version-20-05
20.11	Rev 13	24.11.2020	https://www.easycrs.ch/index.php/8-trsuite/17-trsuite-release-notes-version-20-11
21.01	Rev 14	01.02.2021	https://www.easycrs.ch/index.php/8-trsuite/18-trsuite-release-notes-version-21-01
26.02	Rev 15	06.09.2026	https://www.trsuite.ch/trsuite/ReleaseNotes/RELEASE_NOTES_26.02.en.html
26.03	Rev 16	15.10.2026	https://www.trsuite.ch/trsuite/ReleaseNotes/RELEASE_NOTES_26.03.en.html

The screenshots throughout the USER's MANUAL are produced on Windows 11 using the Windows Look and Feel.

In addition to this Users Guide, the following online resources may be useful:

- The home of the TRSuite: https://www.trsuite.ch

Installation

System Requirements

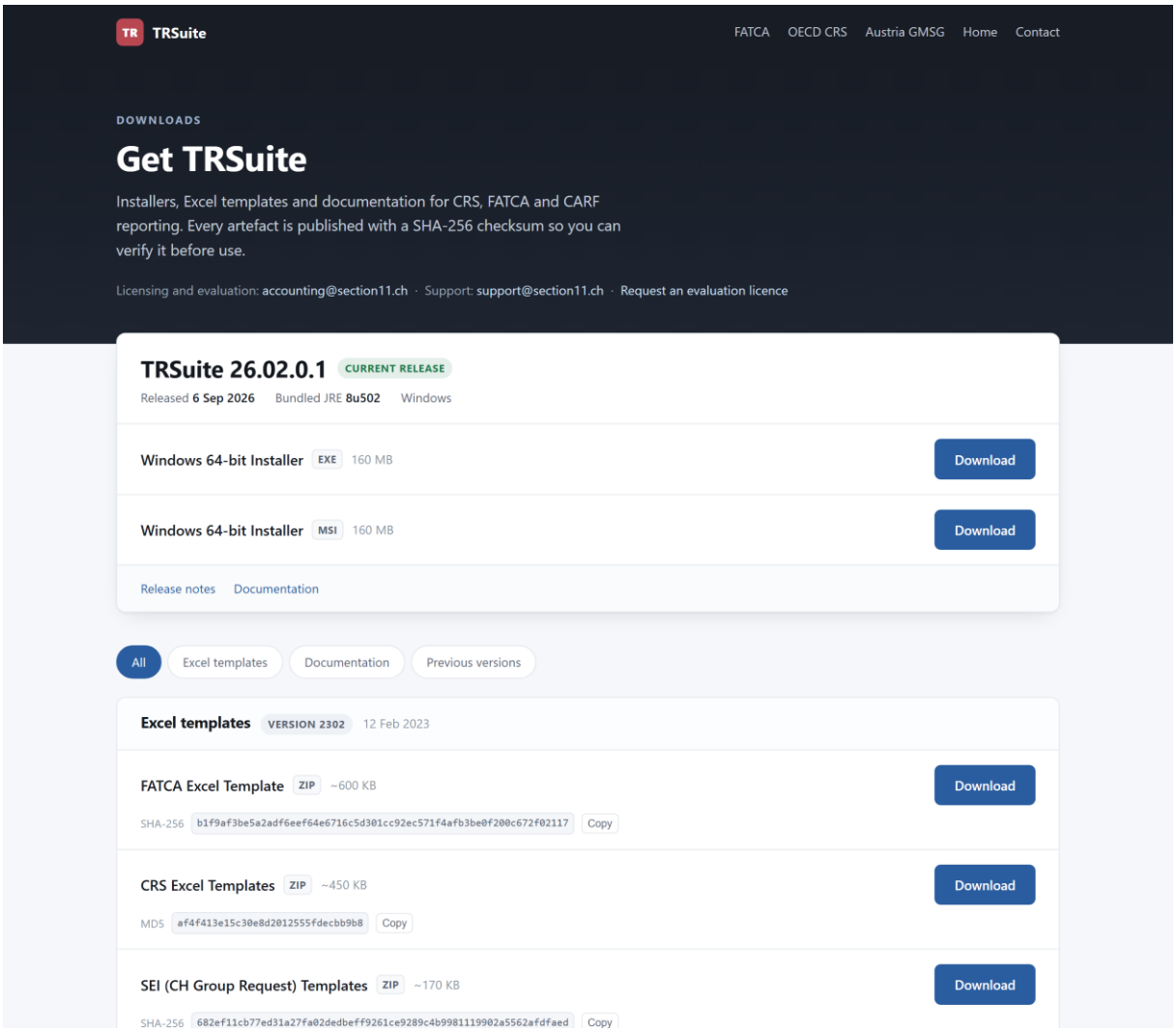
TRSuite is a Windows desktop application. Everything it needs to run is contained in the installer - no Java installation and no additional components have to be present on the machine.

	Requirement
Operating system	Windows 11 (64-bit), or Windows Server 2016, 2019, 2022 or 2025. Windows 10 (64-bit) is supported for as long as Microsoft still provides free security updates for it. TRSuite is supported on the Windows versions that receive free official support from Microsoft; versions that have reached their end of support - such as Windows 8.1 and Windows Server 2012 R2 - are not covered. Only a 64-bit installer is provided; 32-bit Windows is not supported.
Processor	x86-64 (Intel or AMD).
Java	None. The installer contains Azul Zulu JRE 8u502 with JavaFX and uses it exclusively. A Java installation already present on the machine is neither used nor changed, and TRSuite does not alter the JAVA_HOME or PATH of the system.
Memory	4 GB RAM minimum, 8 GB recommended. TRSuite runs with a Java heap of up to 2 GB. Reports with a large number of account holders - for example an Excel import with several tens of thousands of records - benefit noticeably from the larger amount of memory.
Disk space	About 500 MB for the installation, plus space for your work files, the generated XML reports and the PDF documentation.
Display	1280 x 800 or higher. The main window is laid out for 1280 x 900; on smaller screens the detail areas of the modules become cramped.
User rights	No administrator rights are required. The installer performs a user-level installation into %LOCALAPPDATA%\TRSUITE and registers the work item file type .trwi for the current user.
Network	Not required to create, validate and export a report. A connection is used for the update notification, for the licence check at start-up and for the delivery functions of the modules, for example the IDES SFTP upload, the IGOR synchroniser or the Austrian web services. A proxy server can be configured in the master data; see "Proxy Configuration".
Additional software	Microsoft Excel - or a compatible program with macro support - to fill in the delivered Excel templates. TRSuite reads and writes those files without Excel being installed. A PDF viewer is needed to read the generated documentation. No additional fonts have to be installed: the fonts used for the PDF output are part of the product.

The installer is offered as EXE and as MSI; both install the same program. Use the MSI if your IT department distributes software centrally.

Download

TRSuite installers are available on our website: https://trsuite.ch/downloads.html. The page always shows the current release first, with the Windows 64-bit installer as EXE and as MSI, the size of each file, the version of the bundled Java runtime and the release date. Latest download information is also communicated with the update notification or with the release notes. In case the information is not available, please contact support@section11.ch.



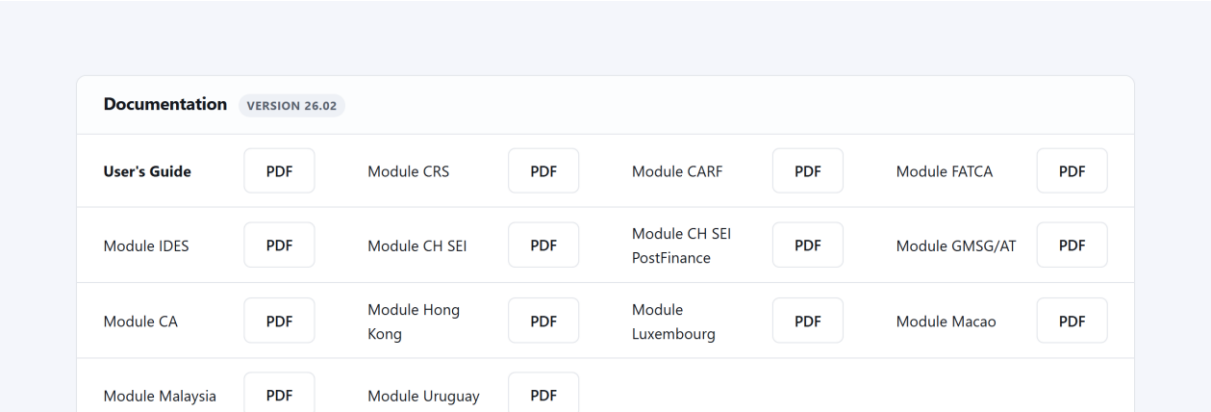
Below the current release the page groups the remaining artefacts: the Excel templates for CRS, FATCA and CARF reporting, the documentation of the main program and of every module, and the previous releases with their own documentation. The buttons above the groups show one group at a time.

Legacy systems are no longer supported. Up to release 21.01 a separate installer was offered for systems such as Windows XP and Windows Server 2003. It carried an outdated and therefore vulnerable Java Virtual Machine and has been withdrawn; no such version is available for 26.03.

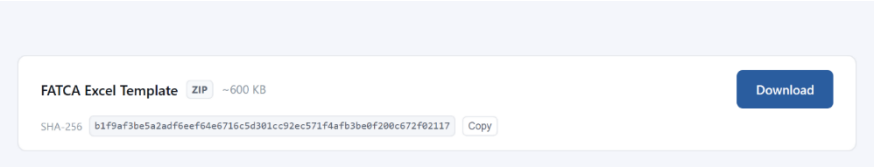
TRSuite runs on a current 64-bit Windows. The required Java runtime is part of the installer, so no separate Java installation is needed; the version in use is shown on the download page next to each release.

Every release is documented in its release notes, published at https://trsuite.ch/trsuite/ReleaseNotes/ and linked from the release on the download page. Please read them before you install an update: they list the regulatory changes, the new features, the corrections and the upgrade note of the release.

The User's Manual is divided into different parts: one for the main program, describing the installation and the elements common to all modules, and one for each module. Please read the User's Guides thoroughly before you install the latest update, so that you are informed about the news and changes. All parts are published as PDF in the documentation group of the download page.



Verify the SHA-256 checksum after downloading the software. The checksum is published next to every artefact on the download page and can be copied to the clipboard with the button beside it. On Windows, the command "certutil -hashfile <file> SHA256" prints the checksum of the file you downloaded; install the file only if the two values are identical.



A software bill of materials (SBOM, in CycloneDX format) and a VEX document are published with the release. The SBOM lists the third-party components contained in TRSuite; the VEX document states which published vulnerabilities of those components affect the product and which do not. Both are linked from the release on the download page and are meant for your security and procurement review.

Once downloaded, proceed with installing TRSuite.

Installation Windows

TRSuite is a Windows desktop application. Everything it needs to run is contained in the installer — no Java installation and no additional components have to be present on the machine.

1st time Installation (Windows)

To install TRSuite, execute the downloaded installer and follow the instructions in the screens. If your IT environment has specific requirements regarding the installer (e.g. msi) please contact support@section11.ch.

Note on Windows 10 or later: When downloading an installer from the internet, Windows Defender SmartScreen may display a blue warning screen (typically reading "Windows protected your PC") the first time the file is executed.

This happens because SmartScreen evaluates a file's overall download reputation alongside its digital signature. For newly released software versions or less common downloads, SmartScreen may temporarily flag the installer until it gains enough reputation across the Windows user base, even if the file is legitimately signed with a digital certificate.



Here is how to safely install the software when this prompt appears:

Security Check

Always verify the installer's digital signature before bypassing Windows SmartScreen to ensure the software has not been tampered with.

1.Verify the Digital Signature:

- Right-click the downloaded .exe or .msi file and select Properties. Go to the Digital Signatures tab, select the signature from the list, and click Details.
- Verification: You should see a message stating "This digital signature is OK" along with the developer's verified name.

2.Open the SmartScreen Prompt:

- Double-click the downloaded installer to trigger the blue Windows protected your PC SmartScreen window.
- Verification: The blue warning screen appears over your desktop, preventing the installer from starting automatically.

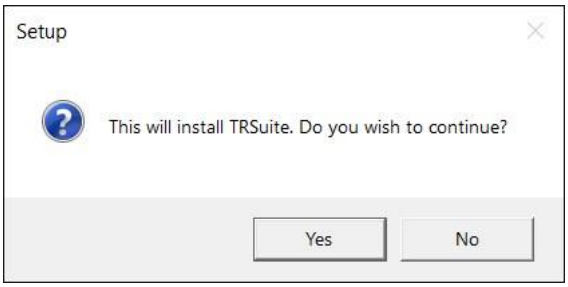
3.Reveal the Execution Option:

- On the SmartScreen popup, click the More info link located directly under the main warning text.
- Verification: Additional text will appear in the popup showing the App name and the verified Publisher, along with a new Run anyway button at the bottom.

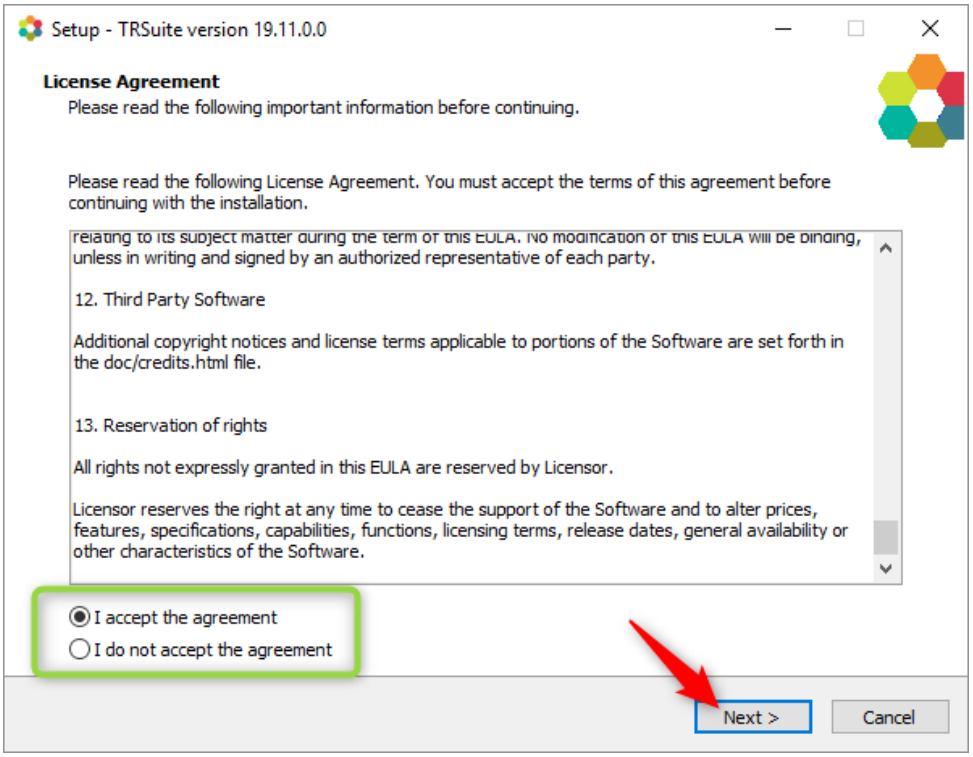
4.Run the Installer:

- Click Run anyway at the bottom-right corner of the prompt, then accept the standard User Account Control (UAC) prompt if prompted.
- Verification: The software's setup wizard opens and installation proceeds normally.

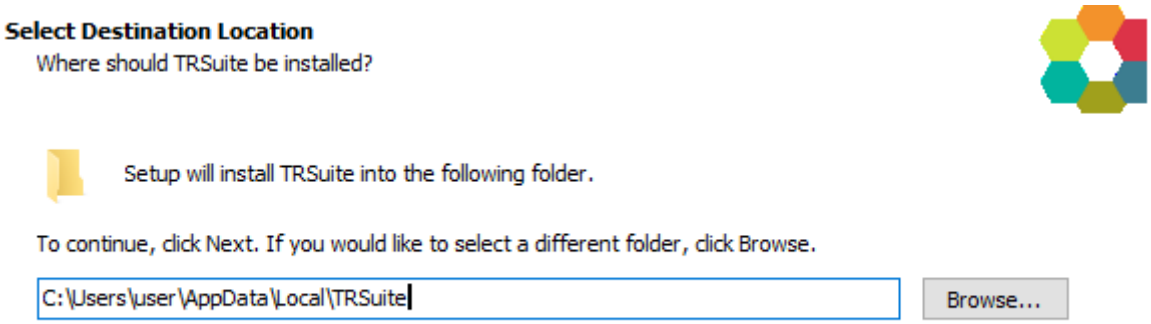
Confirm the installation



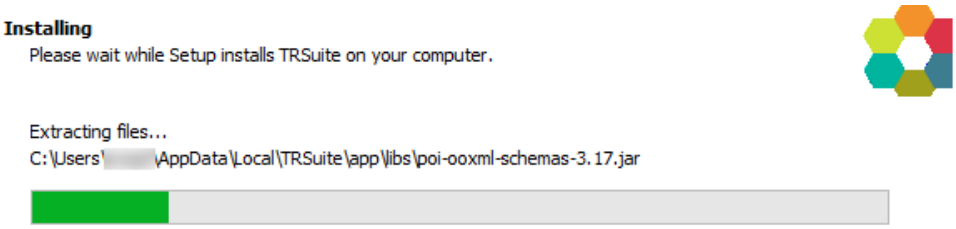
Accept the license agreement and click next to start the installation process.



Select the destination folder, approx. 330 MB of free disk space is required.



The installer will perform a user level installation (no admin permissions required). In addition, a shortcut will be created (menu or desktop) and the TRSuite work item file extension (.trwi) is registered. Double clicking a trwi file will start the application and load the data.



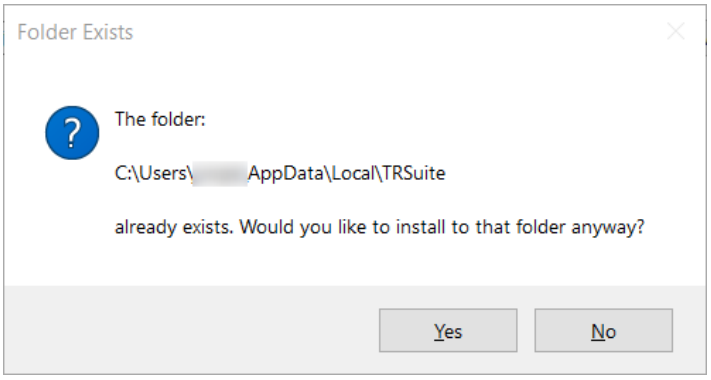
This installer will copy the bundle by default to %LOCALAPPDATA%/TRSUITE. This can be changed, by selecting a different location.

After the installation, has finished, the installer will start the application and the main window is shown.

The Setup program accepts optional command line parameters. These can be useful to system administrators, and to other programs calling the Setup program. For more detailed information, please visit https://www.easycrs.ch/index.php/8-trsuite/11-setup-command-line-parameters

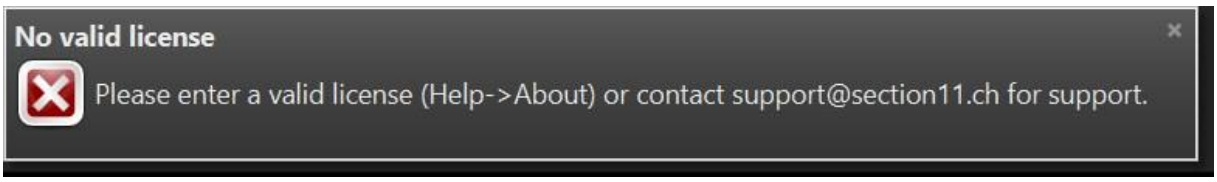
Update existing installation (Windows)

Just run the installer as described above, there is no need to uninstall any old version. The installer will replace the existing installation but keep all saved configurations and the license key.

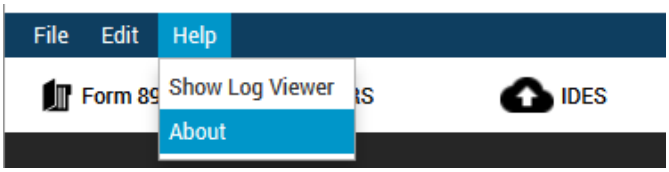


Enter a license key

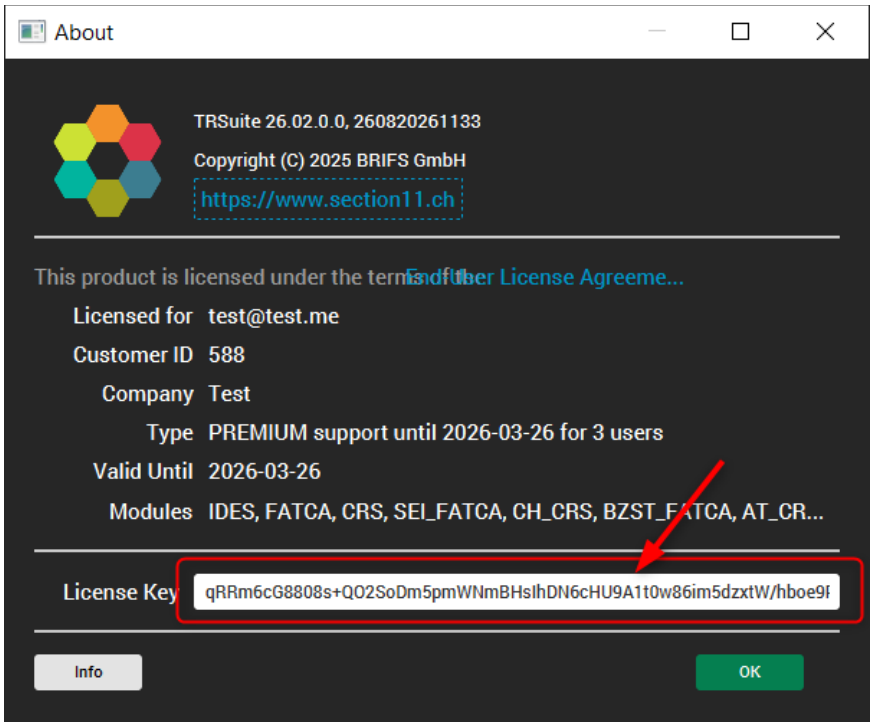
After the 1st start the product requires a valid license key to be entered.



You receive a valid key via email after ordering the product or requesting a test version.



Enter the “Help”-Menu and open the About-Dialog to enter and apply the license key. After closing the dialog TRSuite is ready to use.

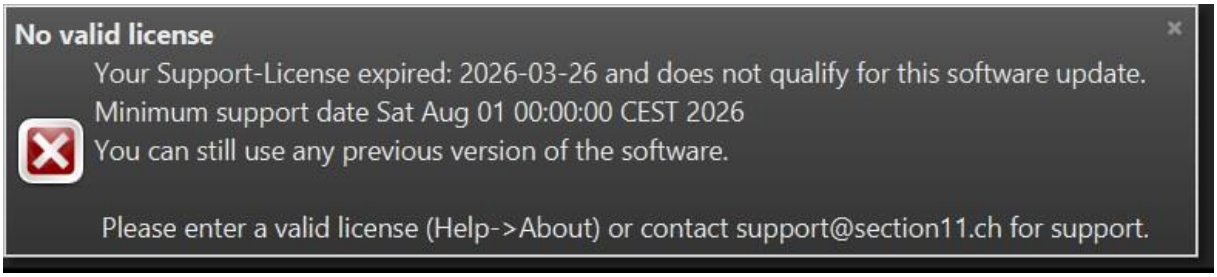


Info opens a dialog showing a set of system properties. In case of a support case, our team could ask for the information.

An already installed license key is automatically detected and your license modules are activated. If the automatic activation fails, please check the following chapter.

If the license is not accepted

Each time TRSuite starts, the license key is checked before the modules are enabled. If the check fails, a **"No valid license"** notification appears with a short reason, and the module buttons stay disabled — the application still starts and can be closed, but no reporting module can be opened. E.g. a license for release 26.03 has to carry a support date of 1 October 2026 or later.



An update never takes away what you already have: if a new release does not accept your license, the release you installed before continues to work, so a reporting deadline is not at risk. Re-install the previous version from the download page if you have already replaced it.

Message	What it means	What to do
Please enter a valid license (Help->About) ...	No license key is stored, or the stored key cannot be read.	Enter the key you received by e-mail in the About dialog, as described above.
Your Support-License expired: <date> and does not qualify for this software update. Minimum support date <date>	The license is valid, but its support period ended before this release was published.	Renew the support licence, or continue to work with the release you used before — that version keeps running with your current key.
Testversion valid until <date>	A test license within its period. Nothing is wrong; the modules are enabled.	-
Sorry, but your test period has ended!	The test period is over.	Request a license at support@section11.ch.
This license was set to invalid ...	The license is no longer accepted.	Contact support@section11.ch.

The Main Window

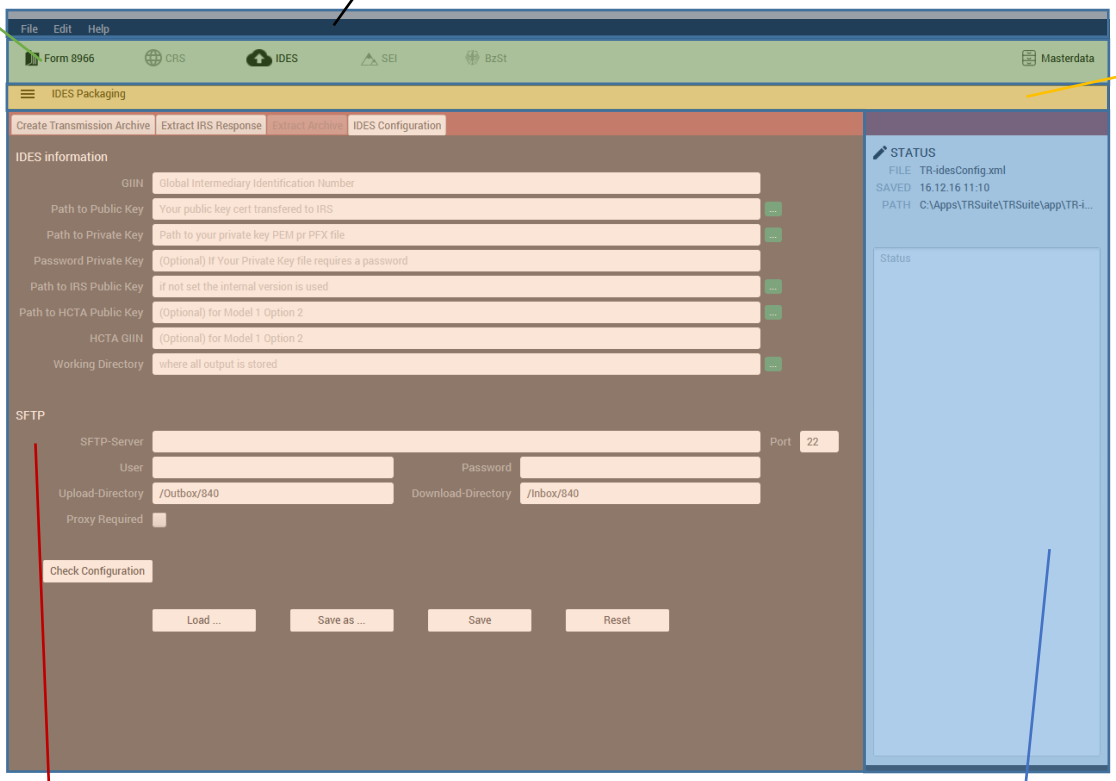
The Main window is the launch point for the entire application. You can select the licensed module in the modules button bar and perform the module specific tasks within main area of the module.

Each module comes with its own module menu and detail area.

Modules Button Bar – shows all available modules of the software.

Menu options

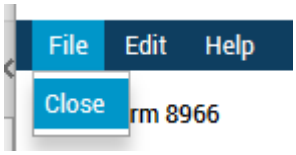
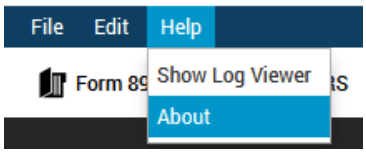
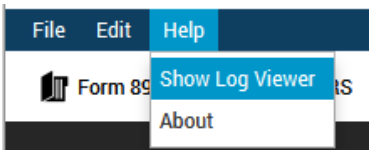
Module Menu – module specific menu options



Module Main Area – the main working area of a module, where all module specific tasks can be executed

Module Details Area – includes general information and details for the selected module

TRSuite: Main Menu

Menu Options	Description
Close	 The Close menu item will close the running instance of TRSuite. Any unsaved changes will be lost.
About	 The About menu item opens the About dialog. The dialog enables the user to view, enter or update the license key.
Show LogViewer	 The “Show LogViewer” menu item opens the experimental log file viewer dialog. It enables the user to view the current application log file.

Common UI Objects

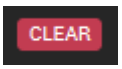
Invalid Fields

Some text fields expect specific values or formatted text, e.g. GIIN- or date-fields. If an invalid value/format is entered the text fields is marked red:



CLEAR Buttons

A CLEAR-button resets the values of all elements in the according logical region.



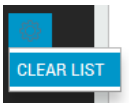
POP-OVER Buttons

If a button is colored with a blue background, more data is available. The black background indicates an empty data set.



CLEAR Lists

Table views like the Pool or Account Holder List have a separate menu to clear their content. By pressing the CLEAR LIST menu item all elements from the table are removed.



Data Validation

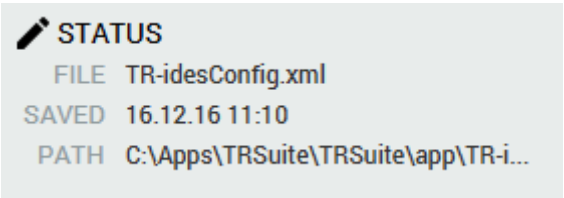
Entered data is continuously validated. If the data is not complete (all mandatory fields filled) or in a wrong format the warning symbol is displayed next to the affected section label.



If the section is complete and correct, the green checkbox symbol is shown next to the label.

File Information

After a file is loaded or saved, the information about the file (name, last modified, absolute path) is displayed in the status pane of the detail area. The full path can be seen in the tooltip.



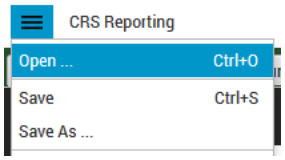
Notifications

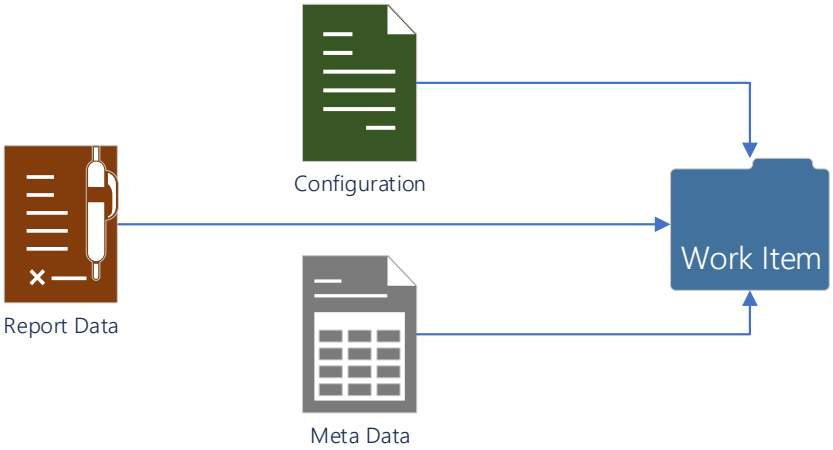
After a file is saved, it is possible to open the generated file (or folder) from within the application. Clicking the link opens the file/folder with the default application of the windows system, e.g. explorer to see the content of a folder.



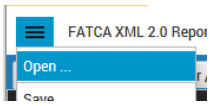
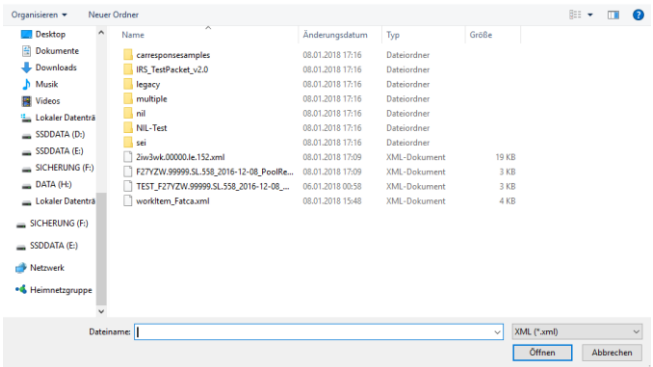
Work Item

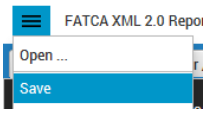
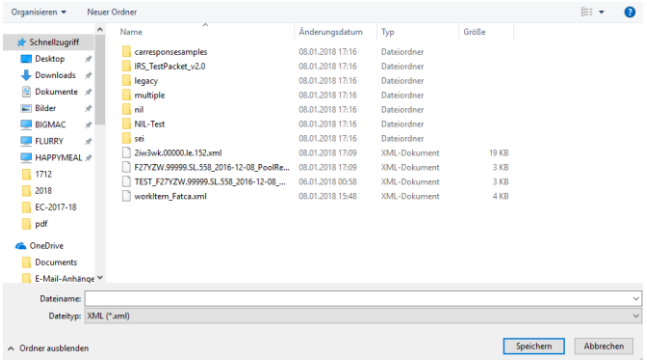
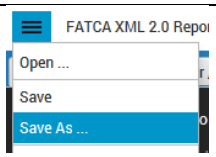
This is a major change, throughout all modules. In the past it was not possible to save and load incomplete FATCA or CRS reports. With the new “work item” you can now save and reload your work at any time and state.





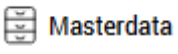
The work item does not only store your report data, but also the current configuration and required metadata. The following menu options are available for all TRSuite modules. You can save a document at any point as you work on it, and it’s very good practice to save every few minutes. That way, if your computer crashes before you’ve finished your composition, you won’t lose what you’ve typed.

Menu Options	Description
Open ...	Once you’ve saved a document, you may want to access it again to make changes or correct it out. From the menu, choose “**Open ...**”  An ‘Open’ dialogue box will pop up. From this, find your way to the folder in which your document is saved. Folders are shown down the left-hand side of the dialogue box. Once you’ve located your document and clicked on it to select it, its name will be shown in the ‘File name’ box at the bottom of the dialogue box.  Click **Open, t**he document will then be opened.

Save	From the menu, choose **"Save"** to save the current work.  A 'Save' dialogue box will come up, if pressed the first time. At the top and at the left-hand side in the list of folder options, it will show the folder where you'll be saving the document. If you wish to change this folder, navigate through the folders on the left-hand side of the dialogue box to choose the one where you want to save your document.  Type a name for your document in the 'File name' box. Come up with a name that is concise but will allow you to find the document easily again. Once you have typed in the name of your document, click **Save** Your document will now have a name, which will be shown at the right file info screen. If you make changes to your document and then save them after it has been saved originally, the dialogue box will not come up again. It will just save your changes without any visual notification being shown.
Save As ...	 The 'Save As' menu is used to save an existing document under another name. This is helpful if you've made changes to your document and then want to save the changes, but also keep the original document in its original format and under its original name.

Masterdata

In the master data dialog, the user can specify default values for regularly used fields and required network configurations to access the internet-based services (IDES upload, IGOR Synchronizer, AT-CRS web services, etc.)



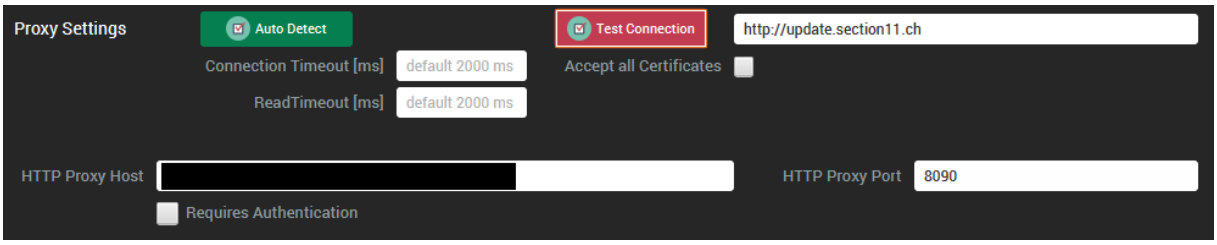
Default Values



- Default Currency ISO Code, used for FATCA XML generation and CRS configuration
- Default Country ISO, used for FATCA XML generation and CRS configuration
- The default working directory, where generated artifacts are stored.

Proxy Configuration

A proxy server generally sits on the gateway of a corporate network. When a client (computer) requests an object (web page, image, etc.) from an origin server (server hosted publicly on the Internet), a proxy server interrupts the communication. In such a case, the proxy needs to be configured within the masterdata configuration to enable SFTP-Up and –Downloads.

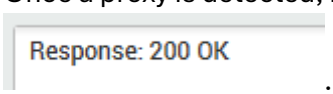


To check, if your network settings require a proxy, press the “Test Connection”-Button without any configuration data entered. The software tries to open a connection to the given URL (by default https://update.trsuite.ch). In case of a failure the error message is displayed in the details area of the master data module:



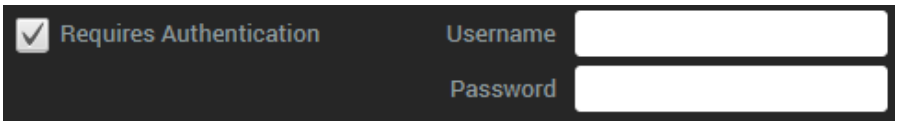
Now press “Auto Detect”: the software reads the proxy settings of Windows - the proxy server entered in the internet options of the system - and fills in host and port of the first HTTP proxy found. Proxy auto-configuration scripts (PAC) and WPAD are not evaluated. If your proxy is distributed only through a PAC script or WPAD, enter the proxy host and port by hand.

Once a proxy is detected, re-try the connection test. It should now give a



.

Some proxy servers request a login from the user before they will allow any connections. TRSuite has no support to handle this automatically. This needs to be done manually, because there is no way to read the login and password. Enter your user’s name and password into the displayed text fields.



And finally - Don't forget to save the changes by pressing the "Save" Button.

Saving, Loading, Saving as ...
The button bar provides the functionality to store and restore the master data configuration.

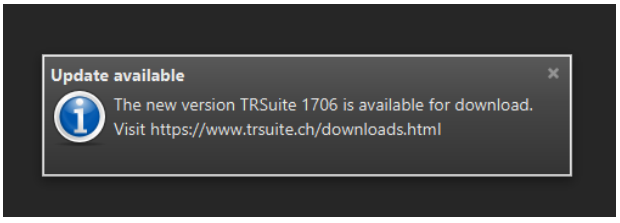


Menu Options	Description
Save	The Save method persists any configuration settings that have been modified since the configuration was saved last time. If a configuration file does not exist at the physical default location, a new configuration file will be created. Default path: <INSTALLATION-DIRECTORY>/app/ TR-masterdataConfig.xml
Save As ...	The Save As method persists any configuration settings that have been modified since the configuration was saved last time to the user selected path. If a configuration file does not exist at the physical default location, a new configuration file will be created.
Load ...	Load the configuration from an existing configuration file. Existing values will be replaced.
Reset	Discards all non-persist changes and loads the last known configuration.

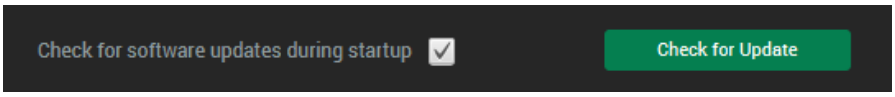
Update Notification

During startup, provided that the application can connect to the internet, a connection to https://update.trsuite.ch/version2.json is established to check, if a new version is available.

A notification is shown in case a new version is available for download.



The check can be de-/activated in the master data dialog by setting the following check box:

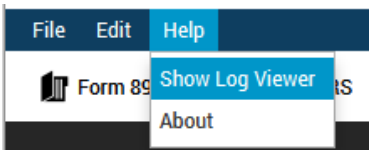


Default Value is: off

The check can be performed any time by pressing the “Check for Update” button.

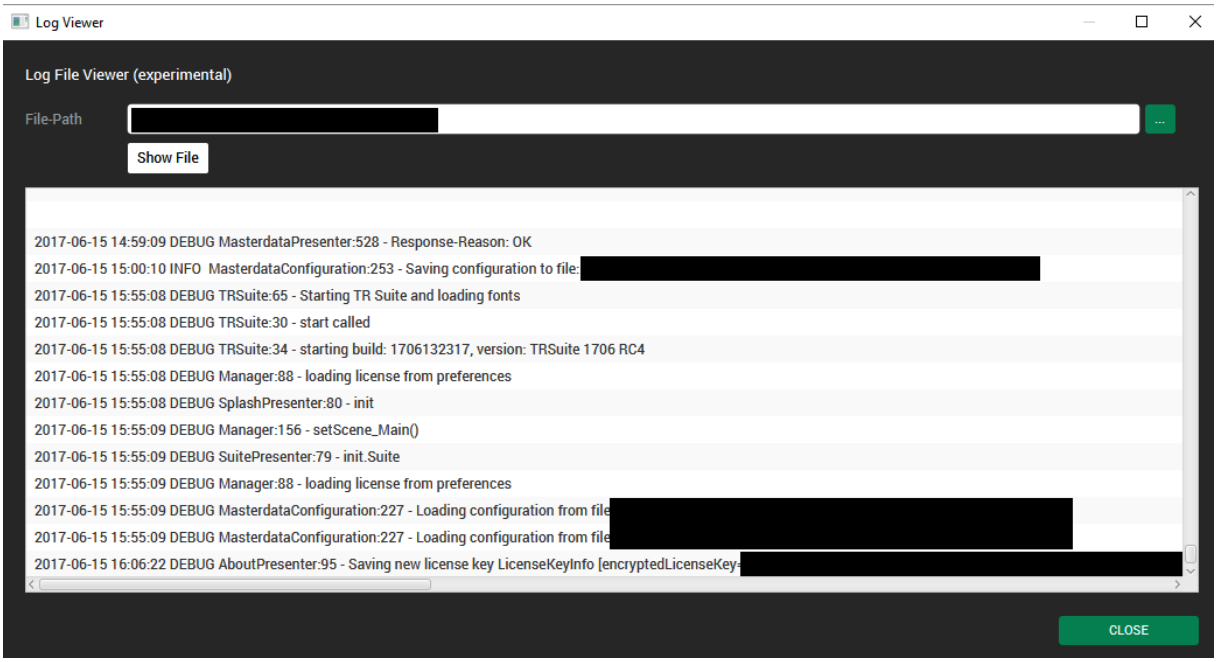
Log File Viewer

Log File Viewer in TRSuite is used to access information about errors and events that are captured in application log files. You can view the log files from a local installation.



To open the viewer, click the according item in the Help menu.

In the file path field, the current log file is shown. Click the “Show File” button to display the content of the log file.



The file is located at: %USERPROFILE%\AppData\Local\TRSuite\app\logs\trsuite.log. Log files of earlier days are kept in the same folder as app_<date>.log.gz.