

Dear Attaché user,

This is an ideal way to get formal end-of-financial-year procedures training plus learn 'what's new and improved' in your software and how it can benefit your business. You also get for FREE the EOY notes (\$80) and the latest CD (\$35) and other special offers that only apply to seminar attendees! We recommend all Attaché users attend.

Choose your location

- Hamilton**, 6 March
 Auckland, 7 March
 Wellington, 8 March
 Christchurch, 9 March
 Dunedin, 10 March
 Palmerston North, 13 March
 New Plymouth, 14 March

First attendee	Early bird discount* (inc GST)		Normal price (inc GST)		Total
	<input type="checkbox"/> Accounts \$100	<input type="checkbox"/> Payroll \$100	<input type="checkbox"/> Accounts \$125	<input type="checkbox"/> Payroll \$125	

Other attendees' names**

	<input type="checkbox"/> Accounts \$80	<input type="checkbox"/> Payroll \$80	<input type="checkbox"/> Accounts \$100	<input type="checkbox"/> Payroll \$100	
	<input type="checkbox"/> Accounts \$80	<input type="checkbox"/> Payroll \$80	<input type="checkbox"/> Accounts \$100	<input type="checkbox"/> Payroll \$100	

* Book and Pay before 1 March 2006 to receive your Early Bird Discount.

** Special Discounts apply to multiple attendees from the one company.

25% off guide books - attendee special prices (inc GST)	Normal	Attendee special	Qty	Total
NEW Business Partner At Work	\$100	\$75		
Attaché ODBC and Microsoft Office for Office 97/2000	\$100	\$75		
Attaché ODBC and Microsoft Office for Office XP/2003	\$100	\$75		
Forms Designer (with Screen Designer) Guide	\$60	\$45		
Attaché Payroll User Guide	\$100	\$75		
Business Partner Supervisor Guide	\$60	\$45		
Postage and handling (Allow 7 days for delivery).	\$12	\$12		

Order total (inc GST)

4 Ways to Pay

Direct deposit/EFT

ANZ Auckland 01-0102-0066887-00

Deposit the money into our bank account and fax us both the confirmation and this order.

Credit card

Card name.....

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Expiry □□ / □□

Signature.....

Charge my AFTP / CBP / Alex Monthly Account

Signature.....

Cheque enclosed

Payable to **Attaché Software New Zealand Pty. Limited**

Company

Contact

VIP no.

Phone

Address

Email

(for invoice/confirmation)

Attaché Software NZ Pty. Limited

PO Box 37-623,
Parnell, Auckland

Tel 09-302-9390
Fax 09-302-9391



Session 1

11.30am — 1.00pm

Payroll: End-of-Year Processing plus 'What's New & Improved'

Let us help you process your Payroll End-of-Year with confidence, plus learn more about 'what's new & improved'. This session includes:

- Leave Liability Journals
- Employee Earnings Summaries
- Leave Reconciliation
- Deleting historic information
- Checks after EOY
- New backup / archive tool
- Learn about the many new features in Payroll
- Other functions you may not be aware of

Question & Answer — Open forum Here's your opportunity to quiz the Payroll experts! During the forum we'll answer your queries about any Payroll topic — leave, tax rates, electronic pay advices. Bring along your questions!

Handouts EOY guides and checklists for your payroll end-of-year processing PLUS a CD of the latest version of Attaché Payroll software (requires current licence).

Session 2

1:30pm — 3:00pm

Accounts: Business Partner & Catapult End-of-Year Processing plus 'What's New & Improved'

(9.30am – 11.00am in Wellington only)

Let us help you process your Accounts End-of-Year with confidence, plus learn more about 'what's new & improved'. This session includes:

- Debtors/Creditors/General Ledger
- Reports
- EOY backups
- Deleting old transactions
- Checks after EOY
- General Ledger final adjustments
- New data archive tool
- Learn about the many new features and how they can help your business
- Learn about Corporate Governance issues and how they relate to your software

Question & Answer — Open forum Here's an opportunity to quiz the Attaché experts! During the forum we'll answer your queries about any Business Partner or Catapult topic.

Handouts EOY guides and checklists for your accounts end-of-year processing PLUS a CD of the latest version of Attaché Accounts software (requires current licence).

Session price \$125

(Additional attendees \$100)

Early bird* session price \$100

(Additional attendees \$80)

* Book and pay before
1 March 2006 to receive your
early bird discount.

25% OFF
all Attaché
publications



Hamilton, 6 March

Gallagher Lounge, Waikato Stadium,
128 Seddon Road, Hamilton

Auckland, 7 March

Upper NZI Room, Level 3
Aotea Centre, Auckland

Wellington, 8 March

Bloomfields Room, Angus Inn,
Cnr Cornwall St & Waterloo Rd, Lower Hutt

Christchurch, 9 March

Sudima Hotel Grand Chancellor,
cnr Memorial Ave & Orchard Rd, Christchurch

Dunedin, 10 March

Greenslade Room, Southern Cross Hotel,
cnr Princes & High Sts, Dunedin

Palmerston North, 13 March

Rydges Hotel,
140 Fitzherbert Ave, Palmerston North

New Plymouth, 14 March

Staples Rodway Taranaki
109-113 Powderham St, New Plymouth

The seminars are run theatre style by Attaché Head Office staff. They are designed to complement on-site assistance provided by your Attaché Consultant.

We recommend all Attaché Accounts and Payroll users attend. It will greatly assist you to get more out of your software investment. And the cost is typically less than one hour of your Attaché Consultant's time.

Pick your nearest location and we guarantee the seminars will be worth every minute and every cent!

We look forward to seeing you.

Phil Sheehan
Attaché NZ Marketing Manager
09 302 9390