

GENERAL REGISTRATION FORM

PROFESSIONAL DEVELOPMENT SERIES SEMINARS 2012



➔ See next page for Registration Fees & Guidelines

Participant Information (please print)

Organization Name: _____
Address: _____
City: _____ Province: _____ Postal Code: _____
Telephone: _____ Fax: _____

Participant Name

Please select the seminar and membership rate you qualify for: Early-bird Rate Regular Rate | CPA Member Rate
 Non-member Rate

CPA Number: _____ Seminar Code (i.e., 543210): _____
Seminar Title: _____
Date (month/day): _____ Seminar City: _____
First Name: _____ Last Name: _____
Email: _____ Telephone: _____

Participant Name

Please select the seminar and membership rate you qualify for: Early-bird Rate Regular Rate | CPA Member Rate
 Non-member Rate

CPA Number: _____ Seminar Code (i.e., 543210): _____
Seminar Title: _____
Date (month/day): _____ Seminar City: _____
First Name: _____ Last Name: _____
Email: _____ Telephone: _____

Payment

Payment (in Canadian funds only) must be received to initiate registration by the CPA.

Payment enclosed: Seminar Fee \$ _____ + Taxes* \$ _____ = **TOTAL: \$**

*Taxes are based on the seminar location: MB, SK, AB, NT, NU, PE, YT – GST @ 5% | BC – HST @ 12% | ON, NB, NL – HST @ 13% | QC – QST @ 14.975% | NS – HST @ 15%

Cheque – Payable to: The Canadian Payroll Association

Charge My Fee to: VISA MasterCard AMEX | Organization
 Personal

Card #: _____ Expiry Date (MM/YY): _____

Cardholder Name (print): _____ Cardholder's Signature: _____

PRIVACY POLICY: The CPA does not sell, trade or disclose personal information to third parties. We do however distribute information about legislative updates, CPA events, CPA products and services and professional development programs.

GST/HST #R100769918 • QST # 1013458720

Please fax or mail in your registration with payment to: The Canadian Payroll Association
1600 - 250 Bloor Street East
Toronto, ON M4W 1E6

Fax to **416-487-3384**

Register
Online at

www.payroll.ca

CPA12

REGISTRATION FEES & GUIDELINES

PROFESSIONAL DEVELOPMENT SERIES SEMINARS 2012



SINGLE SEMINAR ATTENDANCE FEE		
Half-day	Early-bird Member	\$295
	Regular Member	\$345
	Early-bird Non-member	\$460
	Regular Non-member	\$510
1-Day	Early-bird Member	\$375
	Regular Member	\$425
	Early-bird Non-member	\$540
	Regular Non-member	\$590
1-Day U.S.	Early-bird Member	\$550
	Regular Member	\$600
	Early-bird Non-member	\$715
	Regular Non-member	\$765
2-Day U.S.	Early-bird Member	\$850
	Regular Member	\$900
	Early-bird Non-member	\$1015
	Regular Non-member	\$1065
3-Day U.S.	Early-bird Member	\$1250
	Regular Member	\$1350
	Early-bird Non-member	\$1550
	Regular Non-member	\$1650
5-Day *	Early-bird Member	\$1550
	Regular Member	\$1650
	Early-bird Non-member	\$1850
	Regular Non-member	\$1950

*Does not include 5-Day U.S. seminar. For U.S. seminar rates, see website.

Full payment must be received to initiate your registration.

Registrations received fewer than 2 weeks prior to the seminar date will be charged the regular rate. For example, if the seminar date is January 24, 2012, the last day to receive the early-bird rate would be January 10, 2012. Registration prices will be charged based on the date payment is received by mail/fax by the CPA National Office.

PLEASE NOTE THE FOLLOWING:

- The CPA reserves the right to change/cancel seminar dates, locations, prices and/or product/service entitlements without notice.
- **Cancellations:** Must be received in writing at least five (5) working days prior to the seminar date to be eligible for a refund. A refund less an administration fee (\$50 per day for all sessions) will be made promptly.
- **NSF Cheques:** A \$25 charge will be applied to cheques that are returned "Not Sufficient Funds" (NSF) or stopped payment.

REGISTER FOR A SEMINAR AND JOIN THE CPA AS A NEW MEMBER FOR THE SAME RATE AS THE NON-MEMBER SEMINAR RATE!

Call 1-800-387-4693 ext. 118 or 416-487-3380 ext. 118 or email register@payroll.ca for details.

For as little as \$165*, choose one of the following memberships:

- **CPA Organization Member** – is for organizations and includes:
 - > Two representatives per membership
 - Voting Representative
 - Second Payroll Representative
 - > Selected member benefits and discounts for all employees
 - > Option to purchase additional representatives to receive CPA communications and publications
- **CPA Associate Member** – is for individuals who are not eligible for membership as a Professional Member.
- **CPA Professional Member** – is for individuals who are certified as either a Payroll Compliance Practitioner (PCP) or a Certified Payroll Manager (CPM).

*The CPA organization member rate of \$165 (plus applicable taxes) is based on employee size of 200 or fewer. For new Organization Member fees over 200 employees, please visit our website at www.payroll.ca for more information.

Questions about the PDS Sessions please contact:

- 1-800-387-4693 ext. 118 or 416-487-3380 ext. 118
- register@payroll.ca

CPA Organization Membership - Your Expert Payroll Resource

ONLY \$165 PER YEAR FOR ORGANIZATIONS WITH FEWER THAN 200 EMPLOYEES!

• UP-TO-DATE INFORMATION YOUR ORGANIZATION NEEDS TO STAY PAYROLL COMPLIANT

• UNLIMITED ACCESS TO PAYROLL EXPERTISE AND RESOURCES

• PROFESSIONAL DEVELOPMENT, CERTIFICATION AND NETWORKING OPPORTUNITIES

Your **Organization Membership** can be used by all employees in the organization and includes:

- ✓ Unlimited Access to **Payroll InfoLine** – the most popular member service with over 32,000 telephone and email inquiries per year
- ✓ Payroll Resources
 - Compliance Rates Sheets
 - The CPA's *Payroll Guidelines*
 - *CPA E-Source*™ Electronic Newsletter
 - *DIALOGUE* Magazine
 - Federal and Provincial **Legislative Updates**
 - Payroll Forms, Checklists and Reference Materials
- ✓ **Member Pricing** for Professional Development Seminars and Webinars, Certification Courses, Networking Events and JobConnect™ job posting and resume services