

2011 Payroll and Salary Packaging Update Seminar

Coming to Brisbane, Sydney, Melbourne, Adelaide, Perth and Darwin.



Applied Education

A division of Education IT Solutions Pty Ltd

**BE PREPARED
FOR FINANCIAL
YEAR END.**

June is the time to bring yourself up to date on the latest legislation and obligations that will affect payroll professionals. With this in mind Applied Education is offering two half day update courses in these key areas to make sure you are ready for End of Year.

Payroll Update Seminar

There have been a number of changes in relation to your obligations to your employees over the last 12 months. Payroll officers need to be up to date with the latest changes in superannuation, PAYG and the current industrial relations law.

Latest Workplace Reform

- Fair Work Act and the National Employment Standards - Latest decisions
- Issues for payroll officers
- Terminations & guide to fair dismissal

End of Year Procedures

- Reconciliation tips
- ATO Audit hot spots
- Correct reporting on Payment summary & ETP forms

Superannuation

- Reportable Superannuation
- ATO Super clearing house
- Latest thresholds and figures

Other changes for 2011-12

- Tax rate and allowance changes.
- Paid parental leave
- Flood relief levy
- Budget summary and latest forms including tax variations
- Ready reckoner - Rates, Dates, Websites for State and Federal taxes and obligations

Who should attend?

Anyone involved in the preparation and supervision of Payroll duties

Duration: 3 hours 9am to 12pm

Cost: \$249 GST Free

Special Offer!

Payroll and Salary Packaging Update Courses \$399 (Includes Lunch)

Salary Packaging Update Seminar

Ensure you offer the best package to your employees and you are up to date with the latest trends in salary packaging. There have been a number of significant developments affecting employers FBT liability and salary packaging arrangements.

This seminar is designed to update you with the latest rates, changes and developments of the past year.

- Latest rates and thresholds for 2011-2012 FBT year
- Changes in tax rates and effects on packaging
- Changes to reportable fringe benefits and payment summaries
- Complete guide to items that can be packaged FBT Exempt or concessional taxed including cars
- Up to date rules on entertainment
- Latest leasing products for vehicles and avoiding common traps
- Risk/compliance update
- FBT and contractors
- Latest rules on Entertainment facility leasing expenses
- Latest ATO Interpretative Decisions
- Latest trends in packaging with examples
- PBI's - Employee Benefit Cards and Meal Entertainment
- PBI's and potential for packaging holidays FBT exempt
- Demonstration of how to setup packaging in Software such as MYOB including reporting and payment summaries

Who should attend?

Anyone involved in the preparation and supervision of Payroll duties

Duration: 3 hours 1pm to 4pm

Cost: \$249 GST Free

Can't attend?

Order DVD for \$199 including postage or both for \$299 including postage.

Dates and Venues

| Location | Venue | Dates | |
|-----------|--|---------------------------------|---|
| | | Payroll Update (9am to 12pm) | Salary Packaging Update (1pm to 4pm) |
| Perth | Applied Education Level 1, 524 Hay St. Perth WA 6000 | Tuesday 28 th June | Tuesday 28 th June |
| Brisbane | Christie Corporate 320 Adelaide Street. Brisbane QLD 4000 | Wednesday 22 nd June | Wednesday 22 nd June |
| Sydney | Christie Corporate 3 Spring Street. Sydney NSW 2000 | Thursday 23 rd June | Thursday 23 rd June |
| Melbourne | National Institute of Accountants Level 6, 555 Lonsdale St Melbourne VIC 3000 | Wednesday 29 th June | Wednesday 29 th June |
| Adelaide | Hilton Hotel 233 Victoria Square, Adelaide SA 5000 | Thursday 30 th June | Thursday 30 th June |
| Darwin | Darwin Central Hotel Knuckey Street Darwin | Tuesday 28 th June | Tuesday 28 th June |

Registration and credit card payments can be made online at www.appliededucation.com.au, by telephone on 1800 678 073, or fax the form below to 1800 678 144. Please make cheques payable to Applied Education, PO Box 6013, East Perth WA 6892. Registrations will be processed once payment is received and confirmations will be sent by fax or email. We regret that refunds cannot be given for any cancellations; however bookings are transferable to substitute participants.

REGISTRATION FORM / TAX INVOICE

ABN 50 096 189 132

To register, please complete the registration form and enclose your payment.

Register by: Fax 1800 678 144

Post Address: Applied Education, PO Box 6013, East Perth WA 6892

Contact: _____ Company: _____

Postal Address: _____

City: _____ State: _____ P/code: _____

Tel:() _____ Fax:() _____

Email for confirmation: _____

| Name | Course Name | Commence Date | Amount |
|---|-------------|---------------|------------------------|
| | | | |
| | | | |
| | | | |
| | | | |
| DVD order option - \$199ea Or both for \$299 <input type="checkbox"/> Payroll <input type="checkbox"/> Salary Packaging | | | |
| (DVD's available 20 June 2011) | | | Total Cost GST Free \$ |

Payment Details: For prompt registration please fax your booking with payment

Please note your registration will be processed upon receipt of payment. This registration form is a Tax Invoice. ALL prices quoted are GST free. We regret that cancellations cannot be accepted and no refunds will be given. If you are unable to attend the desired course you have paid for, you may send a substitute delegate. Course confirmation details will be faxed or emailed to you once payment is received.

EFT PAYMENTS Applied Education BSB 306-104 Acc 0643327 (Please quote company name)

Enclosed is my cheque for \$ _____ payable to Applied Education (AMEX & Diners Incur a 3% Surcharge)

Please debit \$ _____ from Mastercard Visa Bankcard AMEX Diners

Card no. Expiry date

Name on Card: _____ Signature: _____