

# MYOB Payroll Seminar

## 2010-2011 Fair Work Regulations

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### Do you employ people?

Are you aware of your latest obligations under the Fair Work Act which commenced on 1 January 2010? Did you know that under the new Modern Awards many workplace hourly rates and conditions have changed from 1 July this year. Come along to the MYOB & Fair Work seminar and get the facts.

The seminar will cover all the latest changes of the new Fair Work legislation that partly began on 1st July 2009 but with more substantial changes that commenced 1st January 2010. These changes have a significant impact on all businesses that employ people.

Firstly, we'll explain the Fair Work changes you should have implemented from 1 January 2010, including new unfair dismissal laws, parental leave, community services leave and the new Modern Awards recently introduced. We'll also clarify the latest superannuation regulations, salary sacrifice implications and reportable super.

Secondly, we'll show you how to correctly set up, amend and operate **the very latest MYOB v19 software** to correctly comply with these new regulations. Just some of the things you'll learn include:

- New wage categories you will require
- Managing leave entitlements correctly
- Terminating employees correctly
- Setting up correctly for superannuation
- Setting up the new PAYG payment summaries

If you use MYOB you can't afford to miss this essential half-day seminar. It covers everything you need to know about the latest regulations as well as how to setup and operate MYOB in order to properly comply. Throughout the year CATS have presented this important seminar in every major regional centre in Australia with our expert

presenter, **Doug Mawson**. Doug is the author of several MYOB training guides and widely recognised as one of the most experienced MYOB trainers in Australia. Doug is also a long-established MYOB Certified Consultant who has conducted business education seminars and MYOB training workshops throughout Australia for over 15 years. Doug will explain all the Fair Work legislation changes and how you and your employees are affected. He'll also show you how to correctly set up and use MYOB in order to comply with the regulations plus provide lots of helpful hints and time-saving tips to use with MYOB's payroll system.



#### Here's what others have said...

*"Such a relief to come out much more informed rather than bored" - Kerry Allison, Austbrokers Adelaide SA.*

*"Real training, not that other boring rubbish" - Rob Forsyth, Ashmore Qld.*

*"Very informative - we're now aware of very complex issues we thought we'd covered" - Greg Cummins, Interactive Community Planning, Nambour Qld.*

Everyone who does attend will receive a CD containing a detailed MYOB instruction manual covering everything in the seminar as well as many time-saving tips, lots of practical advice and all the latest guidelines and regulations.

## BRING A COLLEAGUE AND SAVE MONEY

Seminar fees are \$169 p/person (incl. GST) which includes tea & coffee, a detailed MYOB instruction manual and a host of important reference material. Great value! But even better value if two or more people book together - then it's just \$149 p/p – a saving of \$20 p/p.

Don't pass up this opportunity to learn from an acknowledged expert. We guarantee it will be relaxed, friendly, informative and very practical.

### REGISTRATION FORM – TAX INVOICE

To register, please complete and return this registration form. Photocopy the form if additional persons would like to attend. Upon registration and payment, you will receive confirmation with venue details and a tax invoice. To lodge your registration you may use any of the following methods:

- **FAX** the completed form to: **(02) 9899 5422** or **PHONE** inquiries on: **1300 657 145**
- **MAIL** the completed form to: Computer Accounting & Training Services ABN 16 199 696 962  
PO Box 6427, BAULKHAM HILLS BC, NSW 2153
- **ONLINE** bookings at: **www.caats.com.au** (Some charges apply for credit card payments made online)

*All fees are payable in advance. We regret no refunds will be given for cancellations within 7 days of scheduled date(s). If you are unable to attend the seminar paid for, you may send a substitute delegate.*

**I wish to register for the following MYOB 2010-2011 Fair Work payroll seminar:**

**Seminar Location:** ..... **Seminar Date:** .....

**Business Name:** .....

**Address:** .....

..... **Post Code:** .....

**Phone:** ..... **Fax:** .....

**Email:** .....

**Attendee Names:** (1) .....


(2) .....

**Fees:**  1 person @ \$169 p/p incl.GST  \_\_\_\_ persons @ \$149 p/p = **Total incl. GST: \$**.....

**I wish to pay by:**

Cheque enclosed/sent for \$.....

Direct Bank Transfer to BSB: 062-098 A/C No:1000 7869

 Mastercard

 Visa

 American Express

 Diners Club

*(An additional 3% transaction fee applies for Amex and Diners payments)*

**Card No.**

**Cardholder's Name:** .....

**Signature:** ..... **Expiry Date:** ..... / .....