

SEMINAR INFORMATION

Confirmation

A confirmation will be emailed, faxed, or mailed to you once your registration has been completed. Please make your preference known at time of registration. Walk-in registrations are welcome on a space-available basis. Lunch and parking fees (if any) are on your own.

Quick Confirmation

Our seminars fill up fast! For quick confirmation, call or fax today. Please be sure to complete sections 2 and 3 on the registration form, check Quick Confirmation, and include your email address or fax number. You will receive your emailed or faxed confirmation within 48 hrs of our receiving your emailed, faxed, or mailed registration form.

One- and Two-Day Program Schedule

Check-in: 8:30 a.m. – 9 a.m. Session: 9 a.m. – 4 p.m.

Half-Day Program Schedule

AM Check-in: 8 a.m. – 8:30 a.m. AM Session: 8:30 a.m. – noon
PM Check-in: 1 p.m. – 1:30 p.m. PM Session: 1:30 p.m. – 5 p.m.

Special Notice for Hands-on Seminars

Please register at least 10 days before your scheduled event to ensure adequate computer equipment inventory for this hands-on training. Walk-in registrations will be accepted as space allows, though equipment cannot be guaranteed.

For seminar age requirements, please visit
<http://www.pryor.com/faq.asp#agerequirements>

Cancellation Policy

You may cancel your registration up to 10 business days before the program, and we will refund your tuition less a cancellation fee. Substitutions and transfers may be made at any time to another program of your choice scheduled within 12 months of your original event. Please note that if you do not cancel and do not attend, you are still responsible for payment.

Continuing Education Credit

Fred Pryor Seminars and CareerTrack offer Continuing Education Credits that are based on program length and completion. Credits are issued according to the National Task Force for Continuing Education guidelines, and approval is at the discretion of your licensing board. Questions and concerns should be directed to your professional licensing board or agency.

Continuing Professional Education (CPE)



Fred Pryor Seminars and CareerTrack are registered with the National Association of State Boards of Accountancy (NASBA), as a sponsor of continuing professional education on the National Registry of CPE Sponsors. State boards of accountancy have final authority on the acceptance of individual courses for CPE credit. Complaints regarding registered sponsors may be addressed to the National Registry of CPE Sponsors, 150 Fourth Avenue North, Suite 700, Nashville, TN, 37219-2417. Website: www.nasbatools.com. For all qualifying topics, go to www.pryor.com/faq.asp#cpe.

4 Easy Ways to ORDER

ONLINE: www.pryor.com

Just enter Seminar Event # or Product Item # for quick seminar enrollment or product purchase.

PHONE toll-free: 1-800-556-3012

Our Customer Service Center is open
7 a.m. – 7 p.m. CST, Monday through Friday.

FAX registration to: 913-967-8849

Our fax line is open 24 hours a day,
7 days a week.

MAIL registration with payment to:

Fred Pryor Seminars
P.O. Box 219468
Kansas City, MO 64121-9468

PRODUCT INFORMATION

Shipping Options (pricing chart below)

Most orders will ship 1-3 business days after payment is processed. Some orders may take up to 5 business days to ship.

Standard: We choose the most cost effective shipping method. Shipping generally takes 7-10 business days.

Express: For rush orders, please choose express shipping. Must ship to a street address (no P.O. Boxes). Shipping generally takes 2-3 business days.

Total Order	1) Best Way	2) Express
0-\$25	\$5.95	\$13.95
\$26-\$50	\$6.95	\$14.95
\$51-\$100	\$8.95	\$16.95
\$101-\$200	\$10.95	\$18.95
\$201-\$300	\$12.95	\$20.95
\$301-\$400	\$14.95	\$22.95
\$401-\$500	\$16.95	\$24.95
\$501+	\$18.95	\$26.95 + \$1 each additional \$100

*Alaska and Hawaii please add \$10 to Best Way prices and \$15 to Express prices above.

Sales Tax (Section 4 on Registration Form)

Please refer to the following tax requirements for audio CDs, DVDs, videos, CD-ROMs, and books for your specific state. If you have questions, please call 1-800-556-3012.

States that tax merchandise + shipping/handling:
AL, AR, CA, CO, CT, DC, FL, GA, HI, IL, IN, KS, KY, LA, MD, ME, MI, MN, MO, MS, NC, ND, NE, NJ, NV, NY, OH, PA, PR, RI, SC, SD, TN, TX, VA, VT, WA, WI, WV.

States that tax merchandise only: AZ, IA, ID, MA, OK, UT, WY.

Seminar tax: Please add applicable tax to seminars for the following states: • Hawaii 4.16% • South Dakota 6%
• West Virginia 6%

Tax-Exempt Organizations

If you are tax-exempt, enter your tax-exempt number at the bottom of Section 4 on the Registration Form. Please attach a copy of your Tax-Exempt Certificate for payment processing. Thank you.

100% SATISFACTION GUARANTEED!

If for any reason you're dissatisfied, send us a letter (Attn: Customer Relations) within 30 days of your seminar attendance or product purchase stating the reason you were not satisfied, and we'll arrange for you to attend another one of our seminars or receive a different product, or receive a refund — *hassle-free*. Software must be returned unopened.

Seminar Registration/Product Order Form

- Website: **www.pryor.com** ■ Call: **1-800-556-3012** ■ Fax: **913-967-8849**
- Mail to: **Fred Pryor Seminars, P.O. Box 219468, Kansas City, MO 64121-9468**



1 Very Important! *(Please print clearly.)*
From the Back Cover of this Catalog — Fill in your VIP# as it appears on the address label area — even if the catalog was addressed to someone else.

VIP# _____

2 About My Organization *(Address and phone information is required to process all enrollments and orders.)*

Approving Manager's Name: Mr. Ms. _____
 Job Title: _____ Email: _____
 Products Ordered By: Mr. Ms. _____
 Job Title: _____ Email: _____
 Organization: _____
 Address: _____
 City: _____ State: _____ ZIP: _____
 Daytime Phone: () _____ Ext: _____ Daytime Fax: () _____

***Product Orders:** *We are unable to deliver to P.O. Boxes for rush orders.*

3 We Will Be Attending These Seminars

Name: Mr. Ms. _____
 Job Title: _____ Email: _____
 Seminar Title: _____
 Event #: _____ Date: _____ Fee: _____
 Name: Mr. Ms. _____
 Job Title: _____ Email: _____
 Seminar Title: _____
 Event #: _____ Date: _____ Fee: _____

Please list additional names on a separate sheet.

QUICK CONFIRMATION! Please email or fax my confirmation to me within 48 hours.
 My email address or fax number is: _____

Subtotal:	
Add Applicable Taxes:	
• Hawaii 4.16% • South Dakota 6% • West Virginia 6%	
SEMINAR TOTAL:	

4 We Are Ordering These Products/Audio Conferences/Webinars *(Email address required for Audio Conference/Webinar registration)*

Qty.	Title	Product Code	Unit Price	Total

Please list additional products on a separate sheet

Check one: **Best Way shipping*** We choose the most cost-effective shipping method. Shipping generally takes 7-10 business days.
 Express shipping* Shipping generally takes 2-3 business days. Must ship to a street address (no P.O. Boxes).
 Tax-Exempt Number _____
You must attach a copy of your Tax-Exempt Certificate for payment processing.

Subtotal:	
Shipping/Handling: See page 58	
Merchandise Sales Tax: See page 58	
PRODUCT TOTAL:	

TOTAL AMOUNT DUE: *Add Seminar Total and Product Total together*

5 Method of Payment Our federal ID# is 43-1830400 (FEIN). Payment is due before the program. *(Please check one of the following:)*

Is your purchase today a personal or corporate expense?
 Check/Money Order # _____ payable to Fred Pryor Seminars Purchase Order # _____
 Please bill my organization *(For seminar attendance only)* Attn: _____
 Charge to credit card: AmEx (15 digits) Discover (16 digits) MasterCard (16 digits) VISA (13 or 16 digits)
 Card Number: _____ Exp. Date: _____
 Card Holder: _____

Allow 2-4 weeks for delivery. NOTE: If you've already registered for a seminar by phone, by fax or online, please do not return this form.