



Professional Computer Systems, Co.

Professional Computer Systems, Co.
3710 Timberline Drive
Denison, IA 51442
712-263-3106
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Utilit-e Insight
Accounts Payable & Payroll
Void Check Process

Wednesday, February 17, 2010

Course Location:
Webinar

Course Schedule:
The class begins at 1:00 PM CST and ends
approximately at 2:30 PM CST.

- Register one of the following ways:
• Call Dana at PCS - 712-263-3106
• Fax this form to PCS at 712-263-8145 Attn: Dana
• E-mail to danai@pcscoco.com
• Register online at:
http://www.pcscoco.com/productSupport/classRegistration.asp

Class Description:

This webinar will demonstrate how to void an
Accounts Payable check, both during the
process of writing checks as well as after checks
have been kept. Participants will see how to
write a new check and how to clear the AP
voucher if no check is to be written. A
discussion on how to manage voided payroll
checks will also take place.

Prerequisite:
Utilit-e Insight – completed installation and
implementation training.

Registration fee is included with the Annual
Support Agreement.

Fill out this form and fax back to PCS at 712-263-8145 or send via mail – PCS - PO Box 116 – Denison, IA 51442

Please register the following person(s) for the Utilit-e Insight Accounts Payable Void Check Process class on
February 17, 2010. Registration fee is included with the Annual Support Agreement.

Name: _____

Number of attendees: _____
Remote access requested: _____

E-mail: _____

Utility: _____

Phone: _____

Upon receiving your registration request a confirmation will be sent.



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