



Professional Computer Systems, Co.

Professional Computer Systems, Co.
3710 Timberline Drive
Denison, IA 51442
712-263-3106
www.pcsc.com

Utilit-e Insight Payroll – W-2’s & 1099’s

Thursday, December 16, 2010

Course Location:
Webinar

Course Schedule:
The class begins at **1:00 PM CST** and ends approximately at **3:00 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@pcsc.com
- Register online at:
<http://www.pcsc.com/productSupport/classRegistration.asp>

Class Description:

This process can change from year to year due to IRS changes and form changes. The goal of this class will be to update the participants on new features and review the processes that need to be completed in order to properly produce the W-2 and 1099-MISC forms from *Insight*.

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 Payroll – W2’s & 1099’s* webinar on December 16, 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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