

# **WA CPD** JAN — MAR CALENDAR **2017**

CONTINUING YOUR  
PROFESSIONAL DEVELOPMENT  
**UNLOCK YOUR POTENTIAL**



**IPA** INSTITUTE OF PUBLIC<sup>®</sup>  
ACCOUNTANTS

## Superannuation Intensive

**5  
CPD  
HRS**
**DATE** Thursday, 16 February 2017

**TIME** 10.00am – 3.00pm

**LOCATION** IPA Perth, Level 4  
1008 Hay Street, Perth

**PRESENTER** Andrew Cass, Triple A Super  
Michael Lorimer, Triple A Super  
Chris Schoeman, MKT Taxation  
Advisors

**COST** Member Rates

This intensive superannuation course will include an interactive session on habits of highly effective SMSFs, then move onto estate and succession planning for SMSFs and finally, end with the most recent superannuation changes in detail and how they can be applied to your everyday work.

Non-Member Rates

Early Bird (until 9 Feb) \$309 / Regular (after 9 Feb) \$349

Early Bird (until 9 Feb) \$359 / Regular (after 9 Feb) \$399

## Maximising your Excel Productivity

**8  
CPD  
HRS**
**DATE** Friday, 17 February 2017

**TIME** 9.00am – 4.30pm

**LOCATION** IPA Perth, Level 4  
1008 Hay Street, Perth

This hands-on, full day course will teach you the hidden shortcuts, productivity tools and techniques which are used by Excel Experts to save time and improve productivity.

What you get from this course

- Learn the hidden productivity tools that are used by Excel Experts to get more done in the same time.
- Make your charts fly: creating new charts, improving existing ones, and making them all look superb!
- Best practices in formulas and formatting that help improve both speed and accuracy.

*We will be supplying laptops. For attendees looking to attend our Business Analytics and Power BI course on Monday 20 and Tuesday 21 February, this course will provide you with the required pre-requisites to maximise your training.*

**PRESENTER** Wyn Hopkins, Access Analytic

**COST** Member Rates

Non-Member Rates

Early Bird (until 10 Feb) \$409 / Regular (after 10 Feb) \$449

Early Bird (until 10 Feb) \$499 / Regular (after 10 Feb) \$549

## Business Analytics and Power BI

**16  
CPD  
HRS**
**DATE** Monday 20 and Tuesday  
21 February 2017

**TIME** 9.00am – 4.30pm

**LOCATION** IPA Perth, Level 4  
1008 Hay Street, Perth

Power BI (including Power Query & Power Pivot) gives Excel users the power to draw information out of multiple sources, link it together then perform calculations on it that can then be sliced & diced any way you want.

This is a hands on course focussed on real world techniques utilising the incredible capabilities of Power Query, Power Pivot and Power BI. You will use Power Query to extract and shape data and then load it into Power Pivot. You will build a complex Power Pivot Model from scratch, write DAX formulas and set up interactive reports. You will also learn advanced features of each to understand how to get the most from these tools.

*We will be supplying laptops and it is important that attendees are confident with Excel.*

**PRESENTER** Wyn Hopkins, Access Analytic

**COST** Member Rates

Non-Member Rates

Early Bird (until 13 Feb) \$750 / Regular (after 13 Feb) \$880

Early Bird (until 13 Feb) \$950 / Regular (after 13 Feb) \$1,050

## Practice Management

**8  
CPD  
HRS**
**DATE** Thursday, 23 February 2017

**TIME** 8.30am – 4.45pm

**LOCATION** IPA Perth, Level 4  
1008 Hay Street, Perth

It's difficult to find time to work on our business as we are always dealing with compliance and client matters, chasing the every chargeable hour. However, spending time working "on" your business will improve the efficiency of your practice and increase your returns, as it gives you focus on what strategies to implement.

This one day Practice Management seminar allows you to work on your business (for the whole day!) and provides you with insights and the tools to begin your business improvement journey.

You will be given tips and fresh approaches to practice management and identify which key performance indicators you should be monitoring for your practice.

**PRESENTER** Michele Rawlins,  
Connecting the Change

**COST** Member Rates  
Non-Member Rates

Early Bird (until 16 Feb) \$359 / Regular (after 16 Feb) \$399

Early Bird (until 16 Feb) \$449 / Regular (after 16 Feb) \$499

## Professional Indemnity Claims

**2  
CPD  
HRS**
**DATE** Friday, 24 February 2017

**TIME** 7.30am – 9.30am

**LOCATION** IPA Perth, Level 4  
1008 Hay Street, Perth

**PRESENTER** David Martin, IPA Insure

**COST** Member Rates  
Non-Member Rates

We all make mistakes. However some mistakes could cost you your business. Having a good understanding of how your Professional Indemnity policy works & how strong operational practices support you and your position, can make the difference.

Early Bird (until 17 Feb) \$150 / Regular (after 17 Feb) \$170

Early Bird (until 17 Feb) \$190 / Regular (after 17 Feb) \$200

## Deep Dive into Division 7A

**7  
CPD  
HRS**
**DATE** Tuesday, 28 February 2017

**TIME** 9.00am – 4.00pm

**LOCATION** IPA Perth, Level 4  
1008 Hay Street, Perth

Division 7A has been with us for some time now, but it is still the subject of some misconceptions in the accounting community, and particularly in the business community. The result is that if the ATO were to undertake a project of examining the Div.7A compliance of a large range of taxpayers, it is likely that a significant number of adjustments would result.

This session focusses on the technical requirements of Div.7A, as well as practical issues likely to be encountered in real life situations, with the emphasis being on how to keep your clients from having a Div.7A problem, and how to solve one if they already have one.

**PRESENTER** Martin McCoy, Ryan Durey  
Frederick Walt, Fort Knox Legal

**COST** Member Rates  
Non-Member Rates

Early Bird (until 21 Feb) \$359 / Regular (after 21 Feb) \$399

Early Bird (until 21 Feb) \$449 / Regular (after 21 Feb) \$499

## Centrelink Update

**2  
CPD  
HRS**
**DATE** Thursday, 2 March 2017

**TIME** 7.30am – 9.30am

**LOCATION** IPA Perth, Level 4  
1008 Hay Street, Perth

**PRESENTER** Jeff Wynell-Mayow

**COST** Member Rates

Non-Member Rates

Centrelink and the Department of Human Services are there to assist members of the public when they are in need, but do you really know what services are available? Who is eligible? Or what the latest changes mean for you or your clients?

Join us as the Department of Human Services will provide an overview on the most common income support payments, as well as the recent asset test changes, assistance available for those who have been made redundant and the digital services available for both customers and nominees.

Early Bird (until 23 Feb) \$150 / Regular (after 23 Feb) \$170

Early Bird (until 23 Feb) \$190 / Regular (after 23 Feb) \$200

## BAS Fundamentals

**7  
CPD  
HRS**
**DATE** Friday, 10 March 2017

**TIME** 9.00am – 4.00pm

**LOCATION** IPA Perth, Level 4  
1008 Hay Street, Perth

**PRESENTER** Peter Adams

**COST** Member Rates

Non-Member Rates

There are still many areas of misunderstanding and confusion in regards to interpreting and reporting GST, particularly where items go in a BAS. A significant contributor to this confusion is the fact that the GST rules, interpretations and guidelines are subject to continuous change, clarifications and updating. Therefore it is essential that an up to date knowledge is retained and applied.

This seminar is designed to provide attendees with a broad understanding of the fundamentals of BAS disclosure.

Early Bird (until 3 Mar) \$359 / Regular (after 3 Mar) \$399

Early Bird (until 3 Mar) \$449 / Regular (after 3 Mar) \$499

## BAS Advanced

**7  
CPD  
HRS**
**DATE** Monday, 13 March 2017

**TIME** 9.00am – 4.00pm

**LOCATION** IPA Perth, Level 4  
1008 Hay Street, Perth

**PRESENTER** Peter Adams

**COST** Member Rates

Non-Member Rates

There are still many areas of misunderstanding and confusion with regard to interpreting and reporting GST, particularly where items go in a BAS. A significant contributor to this confusion is the fact that the GST rules, interpretations and guidelines are subject to continuous change, clarifications and updating. Therefore it is essential that an up to date knowledge is retained and applied.

This session will provide attendees with the latest updates in BAS reporting and GST, and increase your competence in preparing BAS documentation to enable you to provide great service to your clients.

Early Bird (until 6 Mar) \$359 / Regular (after 6 Mar) \$399

Early Bird (until 6 Mar) \$449 / Regular (after 6 Mar) \$499

## Legislation Update & Fundamental Principles & Practice of SMSF Audit

**7  
CPD  
HRS**
**DATE** Tuesday, 14 March 2017

**TIME** 9.00am – 4.00pm

**LOCATION** IPA Perth, Level 4  
1008 Hay Street, Perth

**PRESENTER** Ashley Course, ARC Super

**COST** Member Rates

Non-Member Rates

The SMSF auditor's responsibility is to (a) express an opinion on the financial report and (b) provide reasonable assurance that the trustee(s) complied, in all material respects, with the relevant requirements of the SIS Act and Regulations. Due to the complex and somewhat subjective nature of the SMSF audit, inconsistent opinions exist amongst auditors as to their audit obligations.

Attendees will have an enhanced understanding of exactly what it is they are and are not forming an opinion on, risk identification and assessment process, the linkage between risk and further audit procedures and how to document this understanding and process.

Early Bird (until 7 Mar) \$359 / Regular (after 7 Mar) \$399

Early Bird (until 7 Mar) \$449 / Regular (after 7 Mar) \$499

## Advanced SMSF Audit

**7  
CPD  
HRS**
**DATE** Wednesday, 15 March 2017

**TIME** 9.00am – 4.00pm

**LOCATION** IPA Perth, Level 4  
1008 Hay Street, Perth

**PRESENTER** Ashley Course, ARC Super

**COST** Member Rates

Non-Member Rates

Delivered through a series of case studies, this session will address the legislative and regulatory changes and the impact of these changes on the SMSF auditor's planning, risk assessment, substantive testing, evidence and reporting requirements.

In particular this session will address financial and compliance issues arising from the recent legislative changes to contributions and pensions, as well as the usual suspects being related party transactions and investments. The session will also discuss the auditor's reporting dilemma of how to report when appropriate audit evidence does not exist, particularly with private investments.

Early Bird (until 8 Mar) \$359 / Regular (after 8 Mar) \$399

Early Bird (until 8 Mar) \$449 / Regular (after 8 Mar) \$499

## Payroll Intensive Masterclass

**7  
CPD  
HRS**
**DATE** Tuesday, 28 March 2017

**TIME** 9.00am – 4.00pm

**LOCATION** IPA Perth, Level 4  
1008 Hay Street, Perth

**PRESENTER** Peter Adams

**COST** Member Rates

Non-Member Rates

For employers, the complexity and inconsistency of the onerous legislative and regulatory obligations governing the employment of staff is often fraught with uncertainty and significant risk. Advisers, including accounting and payroll professionals find it an arduous challenge to stay abreast with this constantly changing landscape. This course not only offers a comprehensive update of the prevailing law and regulatory requirements but also covers some planning strategies to minimise risk and costs.

This course will provide an in-depth understanding of the compliance obligations imposed on employers:

- when they first employ staff;
- during the ongoing engagement of staff; and
- on termination of employment

Early Bird (until 21 Mar) \$359 / Regular (after 21 Mar) \$399

Early Bird (until 21 Mar) \$449 / Regular (after 21 Mar) \$499

## 2017 WA STATE CONFERENCE EVENTS

### Implementing new revenue standard AASB 15 for SMEs and NFPs Pre-Conference Workshop

**3  
CPD  
HRS**

<b>DATE</b>	Wednesday, 22 March 2017	Few entities have begun their transition to AASB 15 Revenue from Contracts with Customers. The standard opening balance sheet date and transition date is 1 January for those with a 31 December balance date.
<b>TIME</b>	12.00pm – 3.00pm	
<b>LOCATION</b>	The Vines Country Club & Resort Verdelho Drive, The Vines	<p>In this workshop for preparers and auditors, Sonya will break down the standard into bite-sized pieces and use case-studies to cover:</p> <ul style="list-style-type: none"> <li>• Application to general and special purpose financial statements</li> <li>• The five steps to revenue recognition</li> <li>• Key dates for transition, and choices available for comparative periods</li> <li>• An update on not-for-profits' timing and transition, and</li> <li>• Major areas of change.</li> </ul>
<b>PRESENTER</b>	Sonya Sinclair	
<b>COST</b>	Member Rates	Early Bird (until 3 Mar) \$235 / Regular (after 3 Mar) \$250
	Non-Member Rates	Early Bird (until 3 Mar) \$290 / Regular (after 3 Mar) \$305

### WA Golf Cup Competition

**1  
CPD  
HR**

<b>DATE</b>	Wednesday, 22 March 2017	Join us for the inaugural IPA WA Golf Cup Competition and let your competitive edge shine through.
<b>TIME</b>	3.30pm Registration 4.10pm Tee Time 7.00pm Prizes & Drinks	As part of our 2017 WA State Conference celebrations, join us for a Shotgun start, 9 Hole competition to rev up some friendly rivalry between members.
<b>LOCATION</b>	The Vines Country Club & Resort Verdelho Drive, The Vines	<p>We will finish the evening with the Conference Welcome Drinks, where you can enjoy some canapes and drinks, and we will distribute some deserving prizes.</p> <p>BYO clubs, or you can hire a set from the venue.</p>
<b>COST</b>	Member Rates	\$65
	Non-Member Rates	\$75

### 2017 WA State Conference

**18  
CPD  
HRS**

<b>DATE</b>	Thursday 23 & Friday 24 March 2017	The 2017 WA State Conference, to be held at The Vines Resort & Country Club, in the Swan Valley Region, will provide members with a supreme professional learning experience, allowing them to remain current of the latest trends and changes within the accounting profession, whilst gaining valuable and practical insight and advice from a range of industry experts.
<b>TIME</b>	Thurs 8.30am – Fri 5.00pm	
<b>LOCATION</b>	The Vines Resort & Country Club	For more information on the Program for this event, please visit: <a href="http://publicaccountants.org.au/waconference2017">publicaccountants.org.au/waconference2017</a>
<b>COST</b>	Member Rates	Deluxe Package \$1,099   Saver Package \$1,049
	Non-Member Rates	Deluxe Package \$1,249   Saver Package \$1,199

## TECHNOLOGY COURSES WITH APPLIED EDUCATION

### Xero Accounting & Payroll

**7  
CPD  
HRS**

DATE	This one day course is available for registrations on the below dates: Tuesday, 14 February 2017 Tuesday, 14 March 2017	With the demand for 'cloud (live) accounting' growing exponentially, you cannot afford to be left behind. Cloud accounting is now a reality and it will change the way you run your business. There are no more lost backups, no locking out of clients from their data files and it uses live bank feeds that map directly into your ledger saving hours of data entry time coding repetitive transactions.
TIME	9.00am – 4.00pm	
LOCATION	Applied Education Level 1, 524 Hay Street, Perth	
PRESENTER	Applied Education	
COST	Member Rates	\$349
	Non-Member Rates	\$399

### Xero Advanced

**7  
CPD  
HRS**

DATE	This one day course is available for registrations on the below dates: Wednesday, 15 February 2017 Wednesday, 15 March 2017		The growing popularity of Xero is requiring bookkeepers and business owners to attain a strong command of the various functions of this versatile accounting software package. This course builds on the introductory skills from the Xero Accounting & Payroll course and it is ideal for accountants, bookkeepers and business owners who want to expand their knowledge of Xero beyond the basic functions.
TIME	9.00am – 4.00pm		
LOCATION	Applied Education Level 1, 524 Hay Street, Perth		Topics Covered: <ul style="list-style-type: none"><li>• Customising Xero Invoicing, Quoting &amp; Templates</li><li>• Advanced Items</li><li>• Customised Reporting and Layouts in Xero</li><li>• Importing and exporting data including mail merge via word and outlook</li><li>• Salary Packaging in Xero – Motor vehicles and FBT obligations</li><li>• Advanced Payroll</li></ul>
PRESENTER	Applied Education		
COST	Member Rates	\$349	
	Non-Member Rates	\$399	

### Excel Intermediate

**7  
CPD  
HRS**

DATE	This one day course is available for registrations on the below dates: Wednesday, 15 February 2017 Wednesday, 8 March 2017		This course extends the participants basic knowledge of Microsoft Excel (version: 2010) and provides participants with skills and knowledge to produce more effective and productive workbooks. It covers formulas and function techniques, more intricate formatting, setting complex printing options, using intricate charting features, and working more effectively with existing worksheets and workbooks. Including: using the fill operation, working with logical functions, using formulae's, formatting, page set up, find and replace, sort and filter and enhancing charts.
TIME	9.00am – 4.00pm		
LOCATION	Applied Education Level 1, 524 Hay Street, Perth		
PRESENTER	Applied Education		
COST	Member Rates	\$299	
	Non-Member Rates	\$339	

## Excel Advanced

**7  
CPD  
HRS**

DATE	This one day course is available for registrations on the below dates: Thursday, 16 February 2017 Thursday, 9 March 2017		This course aims to provide skills and knowledge which will allow participants to create lookup functions, set Microsoft Excel working options, enhance charts, protect worksheet data, perform advanced data operations using summarising, PivotTables, data consolidations, goal seeking, and Solver, and create and use macros. This course assumes an understanding of the topics and concepts covered in the Microsoft Excel Introductory and Microsoft Excel Intermediate training courses. It would be beneficial to have a general understanding of personal computers and the Windows operating system environment.
TIME	9.00am – 4.00pm		
LOCATION	Applied Education Level 1, 524 Hay Street, Perth		
PRESENTER	Applied Education		
COST	Member Rates	\$299	
	Non-Member Rates	\$339	

## Salary Packaging

**7  
CPD  
HRS**

DATE	Wednesday, 1 March 2017	Employees and contractors both trade their labour for money and the substance of the relationship with the employer can be incredibly similar, independent of contractual descriptions. Despite these similarities, erroneously classifying an individual as an employee or contractor could be very costly. In this seminar, delegates will learn about the indicators that can help determine whether an individual is a contractor or an employee to give you confidence that your classification is appropriate.	
TIME	9.00am – 4.00pm		
LOCATION	Applied Education Level 1, 524 Hay Street, Perth		
COST	Member Rates		\$300
	Non-Member Rates		\$349

## Terminations

**3  
CPD  
HRS**

DATE	Thursday, 2 March 2017	Termination of employment seems to cause the biggest headaches for accountants, bookkeepers and payroll officers alike.  This course is designed to ensure that you are meeting your obligations to your employees upon termination of employment and to de-mystify the complex rules on termination of employment. Plenty of hands on examples, access to spreadsheets from Applied Education's website and time for questions and real life examples.	
TIME	9.00am – 12.00pm		
LOCATION	Applied Education Level 1, 524 Hay Street, Perth		
COST	Member Rates		\$219
	Non-Member Rates		\$249

## GST & BAS

**3  
CPD  
HRS**

DATE	Thursday, 2 March 2017	In order to allow for the correct preparation of the BAS, it is important that all staff involved have sufficient GST knowledge and experience. This GST & BAS training course (½ day) shows you how to identify taxable supplies, GST Free supplies and input taxed supplies.  It also covers the obligations of registered entities for collection, correct record keeping and remittance of GST, as well as treatment of goods and services subject to special rules.	
TIME	1.00pm – 4.00pm		
LOCATION	Applied Education Level 1, 524 Hay Street, Perth		
COST	Member Rates		\$219
	Non-Member Rates		\$249



## MYOB Essentials

**7  
CPD  
HRS**

<b>DATE</b>	Wednesday, 8 March 2017	This MYOB Essentials Accounting Training & Payroll training course is designed to provide skills and knowledge which will allow participants to effectively use this popular software package. It is ideal for accountants, bookkeepers and business owners who are interested in migrating to the cloud accounting software of the future.
<b>TIME</b>	9.00am – 4.00pm	
<b>LOCATION</b>	Applied Education Level 1, 524 Hay Street, Perth	
<b>COST</b>	Member Rates	\$279
	Non-Member Rates	\$309

## IMPORTANT UPCOMING EVENTS

### 2016/17 Tax Agent Guide Roadshow

**7  
CPD  
HRS**

<b>DATE</b>	Wed 14 June - Bunbury Fri 16 June – Perth Tues 20 June - Kalgoorlie Fri 23 June – Perth Tues 27 June – Perth Thurs 29 June - Geraldton	Our extremely popular Tax Agent Guide will be back in 2017, to give you a comprehensive update of all the tax changes you need to be aware for the forthcoming tax return season.
<b>TIME</b>	9.00am – 4.00pm	Places before the end of the tax year are very popular and we only have limited capacity, so secure your spot today by pre registering!
<b>LOCATION</b>	Various	
<b>COST</b>	Member Rates	Early Bird (until 31 May) \$360 / Regular (from 1 June) \$390.
	Non-Member Rates	Early Bird (until 31 May) \$450 / Regular (from 1 June) \$470.

# TAX AGENT GUIDE ROADSHOW 2017

**This one day seminar will provide members with a concise reference manual for both individual and business Tax Agents for the 2016/2017 financial year.**

Sessions will be held in capital cities, as well as:

Alice Springs | Ballarat | Bendigo | Box Hill | Bunbury  
Cairns | Coffs Harbour | Darwin | Essendon | Frankston  
Geelong | Geraldton | Gold Coast | Ipswich | Kalgoorlie  
Mackay | Parramatta | Rockhampton | Sunshine Coast  
Traralgon | Wantirna | Wyong

To find out when the Tax Agent Guide Roadshow will be in a city near you, or to register, visit [publicaccountants.org.au/tag2017](http://publicaccountants.org.au/tag2017)



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ACCOUNTANTS

# REGISTRATION FORM & TAX INVOICE

To book please tick one or more of the Professional Development seminars listed below and forward your registration with payment to:

ABN 81 004 130 643

**Mail:** IPA WA Division, PO Box 7309, Cloisters Square WA 6850 **Phone:** (08) 9474 1755 **Fax:** (08) 9474 2911

**Email:** wadivn@publicaccountants.org.au **Alternatively book online:** publicaccountants.org.au/cpdevents

Tick	Workshop Title	Date	Time	Venue	Early Bird Member	Regular Member	Early Bird Non-Member	Non-Member
<input type="radio"/>	Xero Accounting and Payroll	14 Feb 17	9.00am – 4.00pm	Applied Education, Level 1, 524 Hay Street, Perth 6000	349	349	399	399
<input type="radio"/>	Xero Advanced	15 Feb 17	9.00am – 4.00pm	Applied Education, Level 1, 524 Hay Street, Perth 6000	349	349	399	399
<input type="radio"/>	Excel Intermediate	15 Feb 16	9.00am – 4.00pm	Applied Education, Level 1, 524 Hay Street, Perth 6000	299	299	339	339
<input type="radio"/>	Excel Advanced	16 Feb 17	9.00am – 4.00pm	Applied Education, Level 1, 524 Hay Street, Perth 6000	299	299	339	339
<input type="radio"/>	Superannuation Intensive	16 Feb 17	10.00am – 3.00pm	IPA Perth, Level 4, 1008 Hay Street, Perth 6000	309	349	359	399
<input type="radio"/>	Maximising your Excel Productivity	17 Feb 17	9.00am – 4.00pm	IPA Perth, Level 4, 1008 Hay Street, Perth 6000	409	449	499	549
<input type="radio"/>	Business Analytics & Power BI	20 & 21 Feb 17	9.00am – 4.00pm	IPA Perth, Level 4, 1008 Hay Street, Perth 6000	750	880	950	1050
<input type="radio"/>	Practice Management	23 Feb 17	8.30am – 4.45pm	IPA Perth, Level 4, 1008 Hay Street, Perth 6000	359	399	449	499
<input type="radio"/>	Professional Indemnity Claims	24 Feb 17	7.30am – 9.30am	IPA Perth, Level 4, 1008 Hay Street, Perth 6000	150	170	190	200
<input type="radio"/>	Deep Dive into Division 7A	28 Feb 17	9.00am – 4.00pm	IPA Perth, Level 4, 1008 Hay Street, Perth 6000	359	399	449	499
<input type="radio"/>	Salary Packaging	1 Mar 17	9.00am – 4.00pm	Applied Education, Level 1, 524 Hay Street, Perth 6000	349	349	399	399
<input type="radio"/>	Centrelink	2 Mar 17	7.30am – 9.30am	IPA Perth, Level 4, 1008 Hay Street, Perth 6000	150	170	190	200
<input type="radio"/>	Terminations	2 Mar 17	9.00am – 12.00pm	Applied Education, Level 1, 524 Hay Street, Perth 6000	219	219	249	249
<input type="radio"/>	GST & BAS	2 Mar 17	1.00pm – 4.00pm	Applied Education, Level 1, 524 Hay Street, Perth 6000	219	219	249	249
<input type="radio"/>	MYOB Essentials	8 Mar 17	9.00am – 4.00pm	Applied Education, Level 1, 524 Hay Street, Perth 6000	279	279	309	309
<input type="radio"/>	Excel Intermediate	8 Mar 17	9.00am – 4.00pm	Applied Education, Level 1, 524 Hay Street, Perth 6000	299	299	339	339
<input type="radio"/>	Excel Advanced	9 Mar 17	9.00am – 4.00pm	Applied Education, Level 1, 524 Hay Street, Perth 6000	299	299	339	339
<input type="radio"/>	BAS Fundamentals	10 Mar 17	9.00am – 4.00pm	IPA Perth, Level 4, 1008 Hay Street, Perth 6000	359	399	449	499
<input type="radio"/>	BAS Advanced	13 Mar 17	9.00am – 4.00pm	IPA Perth, Level 4, 1008 Hay Street, Perth 6000	359	399	449	499
<input type="radio"/>	Xero Accounting and Payroll	14 Mar 17	9.00am – 4.00pm	Applied Education, Level 1, 524 Hay Street, Perth 6000	349	349	399	399
<input type="radio"/>	Fundamental Principles & Practice of SMSF Audits	14 Mar 17	9.00am – 4.00pm	IPA Perth, Level 4, 1008 Hay Street, Perth 6000	359	399	449	499
<input type="radio"/>	Advanced SMSF Audit	15 Mar 17	9.00am – 4.00pm	IPA Perth, Level 4, 1008 Hay Street, Perth 6000	359	399	449	499
<input type="radio"/>	Xero Advanced	15 Mar 17	9.00am – 4.00pm	Applied Education, Level 1, 524 Hay Street, Perth 6000	349	349	399	399
<input type="radio"/>	Implementing new revenue standard AASB 15 for SMEs and NFPs	22 Mar 17	12.00pm – 3.00pm	Vines Country Club & Resort Verdelho Drive, The Vines	235	250	290	305
<input type="radio"/>	WA Golf Cup Competition	22 Mar 17	3.30pm – 7.00pm	Vines Country Club & Resort Verdelho Drive, The Vines	65	65	75	75
<input type="radio"/>	2017 WA State Conference	23 & 24 Mar 17	8.30am – 5.00pm	Vines Country Club & Resort Verdelho Drive, The Vines	1099	1099	1249	1249

Tick	Workshop Title	Date	Time	Venue	Early Bird Member	Regular Member	Early Bird Non-Member	Non-Member
<input type="radio"/>	Payroll Intensive Masterclass	28 Mar 17	9.00am – 4.00pm	IPA Perth, Level 4, 1008 Hay Street, Perth 6000	359	399	449	499
<input type="radio"/>	Tax Agent Guide - Bunbury	14 Jun 17	9.00am – 4.00pm	TBC	360	390	450	470
<input type="radio"/>	Tax Agent Guide - Perth	16 Jun 17	9.00am – 4.00pm	IPA Perth, Level 4, 1008 Hay Street, Perth 6000	360	390	450	470
<input type="radio"/>	Tax Agent Guide – Kalgoorlie	20 Jun 17	9.00am – 4.00pm	TBC	360	390	450	470
<input type="radio"/>	Tax Agent Guide – Perth #2	23 Jun 17	9.00am – 4.00pm	IPA Perth, Level 4, 1008 Hay Street, Perth 6000	360	390	450	470
<input type="radio"/>	Tax Agent Guide – Perth #3	27 Jun 17	9.00am – 4.00pm	IPA Perth, Level 4, 1008 Hay Street, Perth 6000	360	390	450	470
<input type="radio"/>	Tax Agent Guide – Geraldton	29 Jun 17	9.00am – 4.00pm	IPA Perth, Level 4, 1008 Hay Street, Perth 6000	360	390	450	470

Members and others are advised when reading this calendar that it is the most current version as of 9 February 2017. Information is subject to change. Please refer to the website [www.publicaccountants.org.au/cpd](http://www.publicaccountants.org.au/cpd) events for all updates regarding details of sessions, times and presenters.

## REGISTRATION FORM & TAX INVOICE

### CONTACT DETAILS

☐ IPA MEMBERSHIP NO \_\_\_\_\_ ☐ NON-MEMBER \_\_\_\_\_

MISS/MRS/MS/MR FIRST NAME \_\_\_\_\_ SURNAME \_\_\_\_\_

PHONE \_\_\_\_\_ FAX \_\_\_\_\_ EMAIL \_\_\_\_\_

COMPANY & ADDRESS \_\_\_\_\_

DIETRY REQUIREMENTS \_\_\_\_\_

### PAYMENT DETAILS

AMOUNT PAYABLE \_\_\_\_\_ ☐ AMEX ☐ MASTERCARD ☐ VISA ☐ CHEQUE

CARD NO \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ EXPIRY \_\_\_\_\_ / \_\_\_\_\_

CARDHOLDER NAME \_\_\_\_\_ SIGNATURE \_\_\_\_\_

**Cancellation Policy:** Cancellations must be advised in writing at least 5 business days prior to the activity date. An administrative fee of 10% will be incurred for cancellations made within 5 business days prior to the course. Cancellations made within 48 hours prior to the seminar date will incur a 100% penalty for late cancellations. A refund will not be granted if a registrant fails to attend a seminar. Course materials will be sent to registrants who cancel in the non refund penalty period. Substitutions can be made at any time without penalty.

**Conditions of Registration:** The IPA reserves the right to alter a program or presenter without notice, however, the program is intended to run as advertised. The IPA cancels seminars only when absolutely necessary, but reserves the right to do so, as well as to reschedule seminars and substitute presenters. If a course is cancelled, you may request a transfer to another course, a credit, or full refund. Please note the IPA will not be held liable for any accommodation or associated travel costs should a seminar be cancelled or rescheduled.

**Privacy Statement:** The IPA acknowledges the importance of privacy and safeguarding personal information. Any personal details provided to the IPA will be protected in line with the National Privacy Principles and the laws and regulations regarding such matters as are applicable in Australia. The IPA will not collect or monitor your personal information without consent nor will it use or disclose to others your personal details without prior authorisation unless: it is required by the law or the courts; it is necessary because of the service you are using or for a service you have requested or to protect the rights or property of others. The information is being gathered to process your registration. You may withhold providing the information but this will make processing your registration difficult. The information requested is intended only for the use of the IPA and our approved service providers.

**Early Bird Rate:** Applies if registration is received at least 7 days prior to the event. Early bird rates are only available for certain events as stipulated by the IPA.

Members and Non Members are advised when reading this calendar that it is the most current version and will be updated (or refreshed) every two weeks as additional details of seminars, times and presenters become available. Visit [www.publicaccountants.org.au/cpe](http://www.publicaccountants.org.au/cpe) events to keep up to date with the latest seminar information.