

Sage 50 Advanced 2 Day Training Workshop

Booking Form



Dates: 13 April 2019 and 14 April 2019

Time: 10.00am – 5.00pm

Venue: 4 Albany Road, Harborne, Birmingham, B17 9JX

Price: £270.00 inc vat, refreshments, lunch and course materials

This hands on course will show you how to carry out the following procedures on Sage: -

1. Re-cap on setting up a set of accounts on Sage and processing basic procedures
2. Using Charity features
3. Set up projects and use Project Costing to analyse expenditure, budgets and profit
4. Set up a stock system
5. Sales and Purchase Order Processing
6. Quotations and Invoicing including customising templates to suit your requirements
7. Running the Year End

Booking Terms

Please sign and complete the section below to confirm that you have read and agree to our terms and would like to book your place on the training day. We will confirm your place and forward payment details by return.

Payment is required within 7 days of booking to secure your place.

Cancellations received on or before 2 weeks prior to the course date will be subject to a £50.00 + vat administration charge.

Refunds cannot be given for cancellations received within 2 weeks of the course date.

Delegate Information

Name **Email**

Tel **Address**

Person responsible for booking training:

Name **Email**

Tel **Address**

Signed **Date:**

Acc-Unique Solutions Ltd

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