

# Order APA's PayTrain® Fundamentals Today!

- Call APA Learning Systems Customer Service at (800) 444-5015 or +1-651-905-2613, 8:00 a.m. - 5:00 p.m. CT, Monday-Friday.
- ONLINE at [www.LearnPayroll.com](http://www.LearnPayroll.com)  FAX to (651) 905-2669  MAIL to: APA Learning Systems Distribution Center
- EMAIL to [APALearningSystems@holmescorp.com](mailto:APALearningSystems@holmescorp.com)

2975 Lone Oak Dr., Ste. 180  
Eagan, MN 55121-1553

**AMERICAN  
PAYROLL  
ASSOCIATION**

2020 PayTrain Fundamentals*	Self-Study				Guided-Study† (Indicate class date preference below)				Total
	Price: Complete Online Product	Quantity	Price: Online + Print Books	Quantity	Price: Complete Online Product	Quantity	Price: Online + Print Books	Quantity	
APA Members	\$640		\$740		\$740		\$840		
Colleagues of APA Members	\$765		\$865		\$865		\$965		
Non-members	\$900		\$1,000		\$1,000		\$1,100		
<b>Save on orders of 3 or more!</b>  <b>Call Mike Downs at (888) 852-6664 for quantity discounts.</b>	<b>Subtotal:</b>								
	<b>Sales Tax: Please add applicable state/local sales tax on orders shipped to:</b> AL, AZ, CA, CO, CT, DC, FL, IA, GA, IL, IN, KY, LA, MA, MD, MI, MN, MO, NC, ND, NE, NJ, NM, NV, NY, OH, OK, PA, SC, TN, TX, VA, WA, WI, WV. **								
	<b>FOR PRINT BOOK ORDERS ONLY-Add \$20 Shipping FedEx Ground (Continental US)***:</b>								
	<b>Total (U.S. Dollars):</b>								

\* Purchase **PayTrain Fundamentals 2020** if you are preparing for the **Fall 2020 or Spring 2021 FPC exam**. Purchasers of the 2020 materials will have access to the online portion through September 20, 2021.

\*\* **Sales Tax:** We reserve the right to adjust tax amount to reflect actual state/local sales tax rates. If you are unsure of your appropriate sales tax, please call us or order online.

\*\*\* **Shipping & Handling:** Shipping will be provided via FedEx ground service unless otherwise specified. APA reserves the right to utilize alternate shippers when necessary. Orders shipped via FedEx ground will normally arrive within 5-7 business days of processing the order. Contact us for international rates.

## IMPORTANT NOTIFICATIONS:

- If you are preparing for the FPC exam at an **international testing center or through the military before September 4, 2020**, please contact Mike Downs at [miked@holmescorp.com](mailto:miked@holmescorp.com) to determine which materials to purchase.
- The cost of *PayTrain* does NOT include the FPC exam fee.
- **Return Policy:** Unused items may be returned for a full refund (less shipping and handling) within 30 days. To receive a refund, the printed materials must be in good resale condition and the online components must not have been activated. Return unused materials to the APA Learning Systems Distribution Center, at the address listed above. Please enclose a copy of the packing slip to ensure that your refund is processed in a timely fashion.

## †Guided-Study Course Selection:

To enroll in a Guided-Study course, please number your first and second class date preference below for each person enrolling in the course:

PayTrain Fundamentals 2020 Class Schedule			
___ Mar 23 - May 15, 2020	___ Jun 29 - Aug 21, 2020	___ Sep 14 - Nov 6, 2020	___ Jan 4 - Feb 26, 2021
___ Apr 6 - May 29, 2020	___ Jul 6 - Aug 28, 2020	___ Sep 28 - Nov 20, 2020	___ Jan 18 - Mar 12, 2021
___ Apr 20 - Jun 12, 2020	___ Jul 13 - Sep 4, 2020	___ Oct 12 - Dec 4, 2020	___ Jan 25 - Mar 19, 2021
___ May 4 - Jun 26, 2020	___ Jul 20 - Sep 11, 2020	___ Oct 26 - Dec 18, 2020	___ Feb 1 - Mar 26, 2021
___ May 18 - Jul 10, 2020	___ Jul 27 - Sep 18, 2020	___ Nov 9, 2020 - Jan 1, 2021	___ Feb 8 - Apr 2, 2021
___ Jun 1 - Jul 24, 2020	___ Aug 3 - Sep 25, 2020	___ Nov 23, 2020 - Jan 15, 2021	
___ Jun 8 - Jul 31, 2020	___ Aug 17 - Oct 9, 2020	___ Dec 7, 2020 - Jan 29, 2021	
___ Jun 15 - Aug 7, 2020	___ Aug 31 - Oct 23, 2020	___ Dec 21, 2020 - Feb 12, 2021	

**IMPORTANT: Please fill out shipping and billing information on back side of order form**

Questions? Call (800) 444-5015 or +1-651-905-2613.  
For volume discount pricing, call Mike Downs at (888) 852-6664.

Promotional Code: **WEB2020**

# Order APA's PayTrain® Fundamentals Today!

Call APA Learning Systems Customer Service at (800) 444-5015 or +1-651-905-2613, 8:00 a.m. - 5:00 p.m. CT, Monday-Friday.

ONLINE at [www.LearnPayroll.com](http://www.LearnPayroll.com)  FAX to (651) 905-2669  MAIL to: APA Learning Systems Distribution Center

EMAIL to [APALearningSystems@holmescorp.com](mailto:APALearningSystems@holmescorp.com)

2975 Lone Oak Dr., Ste. 180  
Eagan, MN 55121-1553

Complete the shipping and payment information below then call, fax, mail or email your order to us.

**Shipping Information:**  APA member: ID# \_\_\_\_\_  Colleague of an APA member: Colleague's ID# \_\_\_\_\_  Not an APA member/colleague

Name \_\_\_\_\_

Company/Organization \_\_\_\_\_ Job Title \_\_\_\_\_

Shipping Address \_\_\_\_\_

City \_\_\_\_\_ State/Province \_\_\_\_\_ Country \_\_\_\_\_ ZIP+4/Postal Code \_\_\_\_\_

Telephone Number (area/country code) \_\_\_\_\_ Fax Number (area/country code) \_\_\_\_\_

Email Address (**Required** for issuance of online access code and notification of product updates) \_\_\_\_\_

## Method of Payment:

Check  Money Order  Credit Card  PO#: \_\_\_\_\_

Billing or Cardholder Address: \_\_\_\_\_

Check #: \_\_\_\_\_  
(Checks and money orders must be made payable to the API Fund for Payroll Education, Inc.)

\_\_\_\_\_

\_\_\_\_\_

VISA  MasterCard  American Express  Discover

Name as it appears on credit card bill: \_\_\_\_\_

Account #: \_\_\_\_\_ Exp. Date: \_\_\_\_\_

I authorize APA to charge \$ \_\_\_\_\_ to my credit card. Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Questions? Call (800) 444-5015 or +1-651-905-2613.**

**For volume discount pricing, call Mike Downs at (888) 852-6664.**

**AMERICAN  
PAYROLL  
ASSOCIATION**

Promotional Code: **WEB2020**