

Order APA's PayTrain® 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 FAX to (651) 905-2669 MAIL to: APA Learning Systems Distribution Center
 EMAIL to APALearningSystems@holmescorp.com

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



Order Information:

PayTrain 2020*	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	\$1,000		\$1,150		\$1,100		\$1,250			
Colleagues of APA Members	\$1,100		\$1,250		\$1,200		\$1,350			
Non-members	\$1,265		\$1,415		\$1,365		\$1,515			
Save on orders of 3 or more! Call Mike Downs at (888) 852-6664 for quantity discounts.	Subtotal:									
Sales Tax: Please add applicable state/local sales tax on orders shipped to: AL, AZ, CA, CO, CT, DC, FL, GA, IA, IL, IN, KY, LA, MA, MD, MI, MN, MO, NC, ND, NE, NJ, NM, NV, NY, OH, OK, PA, SC, TN, TX, UT, VA, WA, WI, WV. **										
FOR PRINT BOOK ORDERS ONLY-Add \$25 Shipping FedEx Ground (Continental US)**:										
								Total (U.S. Dollars):		

* Purchase **PayTrain 2020** if you are preparing for the **Fall 2020 or Spring 2021 CPP** 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 CPP exam at an **international testing center or through the military before September 2020**, please contact Mike Downs at miked@holmescorp.com to determine which materials to purchase.
- The cost of **PayTrain** does NOT include the CPP 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 2020 Class Schedule			
___ Mar 23 - Jun 12, 2020	___ May 18 - Aug 7, 2020	___ Aug 3 - Oct 23, 2020	___ Nov 9, 2020 - Jan 29, 2021
___ Apr 6 - Jun 26, 2020	___ May 25 - Aug 14, 2020	___ Aug 17 - Nov 6, 2020	___ Nov 23, 2020 - Feb 12, 2021
___ Apr 13 - Jul 3, 2020	___ Jun 1 - Aug 21, 2020	___ Aug 31 - Nov 20, 2020	___ Dec 7, 2020 - Feb 26, 2021
___ Apr 20 - Jul 10, 2020	___ Jun 15 - Sep 4, 2020	___ Sep 14 - Dec 4, 2020	___ Dec 14, 2020 - Mar 5, 2021
___ Apr 27 - Jul 17, 2020	___ Jun 22 - Sep 11, 2020	___ Sep 28 - Dec 18, 2020	___ Dec 21, 2020 - Mar 12, 2021
___ May 4 - Jul 24, 2020	___ Jun 29 - Sep 18, 2020	___ Oct 12, 2020 - Jan 1, 2021	___ Dec 28, 2020 - Mar 19, 2021
___ May 11 - Jul 31, 2020	___ Jul 6 - Sep 25, 2020	___ Oct 26, 2020 - Jan 15, 2021	___ Jan 4 - Mar 26, 2021
			___ Jan 11 - Apr 2, 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® 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 FAX to (651) 905-2669 MAIL to: APA Learning Systems Distribution Center
 EMAIL to 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**