

# Order PayTrain® Mastery Today!

Call PAYO 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: PAYO Learning Systems Distribution Center

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

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



## Order Information:

2024 PayTrain Mastery*	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	
PAYO Members	\$1,100		\$1,250		\$1,250		\$1,400		
Colleagues of Members	\$1,230		\$1,380		\$1,380		\$1,530		
Non-members	\$1,420		\$1,570		\$1,570		\$1,720		
<b>Save on orders of 3 or more!</b> Call Mike Downs at (888) 852-6664 for quantity discounts.	<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, 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. **								
	<b>FOR PRINT BOOK ORDERS ONLY — Add \$32 Shipping FedEx Ground (Continental US)***:</b>								
	<b>Total (U.S. Dollars):</b>								

\* Purchase **PayTrain 2024** if you are preparing for the **Fall 2024 or Spring 2025 CPP** exam. Purchasers of the 2024 materials will have access to the online portion through September 6, 2025.

\*\* **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 Ground Transit unless otherwise specified. PAYO reserves the right to utilize alternate shippers when necessary. Orders shipped via 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 2024**, 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 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 PAYO 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 2024 Class Schedule			
___ Mar 18 - Jun 7, 2024	___ May 27 - Aug 16, 2024	___ Aug 12 - Nov 1, 2024	___ Nov 18, 2024 - Feb 7, 2025
___ Mar 25 - Jun 14, 2024	___ Jun 3 - Aug 23, 2024	___ Aug 26 - Nov 15, 2024	___ Dec 2, 2024 - Feb 21, 2025
___ Apr 8 - Jun 28, 2024	___ Jun 10 - Aug 30, 2024	___ Sep 9 - Nov 29, 2024	___ Dec 9, 2024 - Feb 28, 2025
___ Apr 22 - Jul 12, 2024	___ Jun 17 - Sep 6, 2024	___ Sep 23 - Dec 13, 2024	___ Dec 16, 2024 - Mar 7, 2025
___ Apr 29 - Jul 19, 2024	___ Jun 24 - Sep 13, 2024	___ Oct 7 - Dec 27, 2024	___ Dec 23, 2024 - Mar 14, 2025
___ May 6 - Jul 26, 2024	___ Jul 1 - Sep 20, 2024	___ Oct 21, 2024 - Jan 10, 2025	___ Dec 30, 2024 - Mar 21, 2025
___ May 13 - Aug 2, 2024	___ Jul 29 - Oct 18, 2024	___ Nov 4, 2024 - Jan 24, 2025	___ Jan 6 - Mar 28, 2025
___ May 20 - Aug 9, 2024			

**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.

Code: WEB2024

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

**Shipping Information:**  PAYO member ID#: \_\_\_\_\_  Colleague of PAYO member ID#: \_\_\_\_\_  Not a PAYO member/colleague

Name \_\_\_\_\_

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

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

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

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



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