The Certified Installer course is mandatory for all Business Partners and Sage Pastel Payroll Trainers who wish to support, train or consult on the Sage Pastel Payroll Software. The Certified Installer certification includes more detail around payroll calculations than the Certified Administrator certification. Business Partners and Trainers are required to write a refresher examination once a year to retain their certification.

Duration (7 Days)
Registrations: 08h30 – 09h00
Training: 09h00 - 16h30

- Introduction to Payroll Administration & Legislation - Generic (1 day).
- Principles of Payroll Tax – Generic (2 days)
- Sage Pastel Payroll Pro (2 days)
- Sage Pastel Payroll Tools (2 days).

NB: Please contact your consultant for available dates.

The price includes the assessment which must be completed within 6 months of the course end date.

Complete this booking form

<table>
<thead>
<tr>
<th>Company:</th>
<th>Site Code:</th>
<th>Tel No:</th>
<th>Cell No:</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Delegate Name &amp; Surname:</th>
<th>Email Address:</th>
<th>Date:</th>
<th>Venue:</th>
<th>Meal preference (allergies):</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Authorised Signature:</th>
<th>Name:</th>
<th>Date:</th>
</tr>
</thead>
</table>

**Terms and Conditions**

- Training is payable before the course date. A confirmation and invoice will be forwarded to you.
- Attendee substitutions must be made at least 1 working day prior to the course date.
- No cancellations will be accepted, but substitutes are welcome.
- One re-schedule is allowed once payment is received.

+27 12 420 7000  
training.za@sage.com  
www.sage.com/ZA