



**Government Finance Officers Association
Training Seminars Registration Form
November 2014 – April 2015**

GFOA retains the right to close classes that are full or cancel classes due to low enrollment Please do not buy non-refundable tickets until you receive registration confirmation.

All fees must be paid in full when registration is picked up.

Registration options:

- 1. Register online at www.gfoa.org.**
- 2. Mail registrations paid by money order or check to: GFOA, 3076 Eagle Way, Chicago, IL 60678-1030.**
- 3. Fax/mail/e-mail registrations paid by purchase order or credit card to: GFOA, 203 North LaSalle Street, Suite 2700, Chicago, IL 60601; Fax: (312) 977-4806; scan and e-mail to training@gfoa.org.**

If you fax this form, please do not mail original.

Please print or type:

Name: _____

Title: _____

Employer: _____

Address: _____

City: _____ State/Province: _____ Zip: _____

Tel:() _____ Fax:() _____ e-mail (required) _____

GFOA Membership Number: _____

Member Nonmember New Member Student

Check box to indicate if you are substituting for an active member.

Active Government Member #: _____ Active Government Member Name: _____

Please indicate any special needs below:

Seminar fees total*	\$ _____
10% discount for (3 +) group	\$- _____
10% discount for paid early registration	\$- _____
Discount for paid new member (-\$25.00)	\$- _____
New member fee (call 312/977-9700 for fee)	\$ _____
Total	\$ _____

****You must include page 3 and/or 4 indicating your seminar choice(s)***

Payment Information:

- Check enclosed – payable to the GFOA
- Purchase Order Number _____ (scan and e-mail the form to training@gfoa.org)
- Bill by credit card:
 - American Express Discover MasterCard VISA

Credit card number: _____

Expiration date: _____ Signature: _____
(Mandatory)

On rare occasions, speakers are subject to change due to unforeseen circumstances. The GFOA will attempt to notify attendees in advance via e-mail, phone, or via our website. We apologize in advance for any inconvenience this may cause our attendees.

Discounts (Note: not all seminars qualify for early or group discounts. Seminar descriptions will be noted with any applicable discounts.)

Please check the calendar for specific deadline dates.

Early Registration: Register early and receive a 10 percent discount. In order to be eligible for the discount, registrations must be received and paid in full by check or credit card by the date listed with the monthly sessions.

Groups: If your organization registers three or more persons for the same seminar, you may reduce their registration fees by 10 percent. To qualify for the discount, registrations must be mailed together and paid with one check or invoice.

New Members: If you join GFOA at the same time that you register for a seminar, you may enroll at the lower member rate. Include your membership fee with your registration payment, and you can reduce your seminar fee by an additional \$25. E-mail GFOA's membership department at Membership@gfoa.org for information on membership fees.

Substitutions: A one-for-one substitution of a nonmember for an active member is allowed. If your organization has a current GFOA member on the staff who is not attending the training, a nonmember may attend in his or her place at the lower member rate. Nonmembers (from the private sector) cannot substitute for associate members.

Cancellation Policy

Cancellation notices must be submitted in writing to (312) 977-4806 or to training@gfoa.org. Please reference the specific cancellation action dates for each seminar listed in the monthly training calendar.

Continuing Professional Education (CPE) Certificates

Each participant will receive a CPE certificate approximately three weeks after the seminar. The certificate verifies that you attended the program and it should be kept with your CPE documents. Please note that training registrations must be paid in full before a CPE certificate will be sent to each participant.

November 6, 2014 – Live-Streaming Event

___ 19th Annual Governmental GAAP Update

\$ _____

November 2014 – Chicago, IL

___ Intermediate Governmental Accounting \$ _____

___ Advanced Financial Reporting \$ _____

___ Developing Financial Policies \$ _____

___ Best Practices in Debt Management \$ _____

November 2014 — Desktop

___ Innovative Tools for Civic Engagement \$ _____

___ Building a Better Budget Document \$ _____

December 2014 — San Antonio, TX

___ Evaluating Internal Controls \$ _____

___ Preparing a CAFR \$ _____

___ Intermediate Governmental Accounting \$ _____

___ Advanced Governmental Accounting \$ _____

___ Revenue Forecasting \$ _____

___ Basics of Public Investments \$ _____

December 4, 2014 – Live-Streaming Event (Encore presentation)

___ 19th Annual Governmental GAAP Update

\$ _____

January 2015 — Newport Beach, CA

___ Accounting for Pensions and Other Postemployment Benefits \$ _____

___ Evaluating Internal Controls \$ _____

___ Advanced Financial Reporting \$ _____

___ Best Practices and Effective Budget Presentation \$ _____

___ How to Purchase ERP Software and Services the Right Way \$ _____

___ Guide to Budgeting for Outcomes \$ _____

January 2015 — Desktop

___ How to Account for Investments \$ _____

___ Credit Ratings and Credit Enhancements \$ _____

February 2015 — Orlando, FL

___ Accounting for Pensions and Other Postemployment Benefits \$ _____

___ Preparing a CAFR \$ _____

___ Advanced Governmental Accounting \$ _____

___ ERP Implementation and Technology Governance \$ _____

___ Economic Development \$ _____

February 2015 — Desktop

___ Best Practices in Budgeting and Fiscal Policy \$ _____

___ Internal Controls New and Improved \$ _____

March 2015 — Denver, CO

___ Accounting for Pensions and Other Postemployment Benefits \$ _____

___ Evaluating Internal Controls \$ _____

___ Advanced Financial Reporting \$ _____

___ Capital Budgeting & Infrastructure Finance \$ _____

March 2015 – Chicago, IL

___ Budget Analyst Training Academy \$ _____

March 2015 — Desktop

___ Measuring and Reporting Portfolio Performance For Your Government's Investments \$ _____

___ What Employers Need to Know About the New Pension Accounting \$ _____

___ Reaching Financial Resiliency \$ _____

April 2015 — Portland, OR

_____ Accounting for Pensions and Other Postemployment Benefits	\$_____
_____ Evaluating Internal Controls	\$_____
_____ Advanced Financial Reporting	\$_____
_____ Best Practices and Effective Budget Presentation	\$_____
_____ Treasury Management and Banking Relations	\$_____
_____ Program Review and Service-Level Alternatives for Budgeting	\$_____
_____ Gates Budget Course	\$_____

April 2015 – Chicago, IL

_____ Accounting Academy	\$_____
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April 2015 — Desktop

_____ Building a Better Budget Document	\$_____
_____ Types of Debt Instruments and Understanding Refunding	\$_____

**Government Finance Officers Association Training Seminars
November 2014– April 2015**

**November 2014
Desktop Training: Live-Streaming Event**

November 6	19 th Annual Governmental GAAP Update	Mbr	Nonmbr
		\$180/	\$195/
		\$215	\$245

Fees are per person, not per group.

Early discount deadline: October 3, 2014

Group Discounts: Discounts are available for 3-10 people, 11-20 people, 21-40 people, 41-75 people, 76+ call 312-977-9700 for pricing. In order to receive the group price, all registrations must be submitted together.

Cancellation policy: Cancellation requests must be made in writing to the GFOA. All cancellations received before October 31, 2014, will incur a \$20 administrative fee. No refunds will be issued after that date.

**November 2014
Chicago, IL**

		<u>Mbr</u>	<u>Nonmbr</u>
November 13-14	Intermediate Governmental Accounting	\$580	\$790
November 17	Developing Financial Policies	\$370	\$550
November 18-19	Best Practices in Debt Management	\$580	\$790
November 20-21	Advanced Financial Reporting	\$580	\$790

Early, group, and/or student discounts do not apply to this training.

Cancellation dates: Intermediate Governmental Accounting
\$50 fee if cancelled before October 24, 2014
50% refund if cancelled between October 24, 2014, and November 7, 2014.
No refunds after November 7, 2014.

Classes the Week of November 17
\$50 fee if cancelled before October 31, 2014
50% refund if cancelled between October 31, 2014, and November 14, 2014.
No refunds after November 14, 2014.

**November 2014
Desktop Training**

November 12	Innovative Tools for Civic Engagement	Mbr	Nonmbr
		\$85	\$160
November 18	Building a Better Budget Document	\$85	\$160

Fees are per person, not per group.

Early and/or student discounts do not apply to this training.

Cancellation requests must be made in writing to the GFOA. All cancellations received five business days before the event date will incur a \$20 administrative fee. No refunds will be issued after that date. A one-for-one substitution (for government entities only) will be accepted. Substitutions must be submitted in writing to the GFOA.

December 2014
Desktop Training: Live-Streaming Event

		<u>Mbr</u>	<u>Nonmbr</u>
December 4	19 th Annual Governmental GAAP Update	\$180/ \$215	\$195/ \$245

Fees are per person, not per group.

Early discount deadline: October 31, 2014

Group Discounts: Discounts are available for 3-10 people, 11-20 people, 21-40 people, 41-75 people, 76+ Call 312-977-9700 for pricing. In order to receive the group price, all registrations must be submitted together.

Cancellation policy: Cancellation requests must be made in writing to the GFOA. All cancellations received before November 28, 2014, will incur a \$20 administrative fee. No refunds will be issued after that date.

December 2014
San Antonio, TX

		<u>Mbr</u>	<u>Nonmbr</u>
December 8-9	Basics of Public Investing	\$580	\$790
December 9	Evaluating Internal Controls	\$370	\$550
December 9-10	Advanced Governmental Accounting	\$580	\$790
December 10	Preparing a CAFR	\$370	\$550
December 10-11	Revenue Forecasting	\$580	\$790
December 11-12	Intermediate Governmental Accounting	\$580	\$790

Early discount deadline: November 7, 2014

Cancellation dates: \$50 fee if cancelled before November 21, 2014.

50% refund if cancelled between November 21, 2014, and December 5, 2014.

No refunds after December 5, 2014.

January 2015
Newport Beach, CA

		<u>Mbr</u>	<u>Nonmbr</u>
January 12-13	Guide to Budgeting for Outcomes	\$580	\$790
January 13	Accounting for Pension & OPEB	\$370	\$550
January 13-14	Best Practices and Effective Budget Presentation	\$580	\$790
January 14	Evaluating Internal Controls	\$370	\$550
January 14-15	How to Purchase ERP Software and Services the Right Way	\$580	\$790
January 15-16	Advanced Financial Reporting	\$580	\$790

Early discount deadline: December 12, 2014

Cancellation dates: \$50 fee if cancelled before December 26, 2014.

50% refund if cancelled between December 26, 2014, and January 9, 2015.

No refunds after January 9, 2015.

January 2015
Desktop Training

		<u>Mbr</u>	<u>Nonmbr</u>
January 8	How to Account for Investments	\$85	\$160
January 14	Credit Ratings and Credit Enhancements	\$85	\$160

Fees are per person, not per group.

Early and/or student discounts do not apply to this training.

Cancellation requests must be made in writing to the GFOA. All cancellations received five business days before the event date will incur a \$20 administrative fee. No refunds will be issued after that date. A one-for-one substitution (for government entities only) will be accepted. Substitutions must be submitted in writing to the GFOA.

Early and/or student discounts do not apply to this training.

February 2015 Orlando, FL

		<u>Mbr</u>	<u>Nonmbr</u>
February 2-3	ERP Implementation and Technology Governance	\$580	\$790
February 3	Accounting for Pension & OPEB	\$370	\$550
February 4	Preparing a CAFR	\$370	\$550
February 4	Economic Development	\$370	\$550
February 5-6	Advanced Governmental Accounting	\$580	\$790

Early discount deadline: January 2, 2015

Cancellation dates: \$50 fee if cancelled before January 16, 2015.
50% refund if cancelled between January 16, 2015, and January 30, 2015.
No refunds after January 30, 2015.

February 2015 Desktop Training

		<u>Mbr</u>	<u>Nonmbr</u>
February 12	Best Practices in Budgeting and Fiscal Policy	\$85	\$160
February 19	Internal Controls: New and Improved	\$85	\$160

Fees are per person, not per group.

Early and/or student discounts do not apply to this training.

Cancellation requests must be made in writing to the GFOA. All cancellations received five business days before the event date will incur a \$20 administrative fee. No refunds will be issued after that date. A one-for-one substitution (for government entities only) will be accepted. Substitutions must be submitted in writing to the GFOA.

Early and/or student discounts do not apply to this training.

March 2015 Chicago, IL

		<u>Mbr</u>	<u>Nonmbr</u>
March 3-6	Budget Analyst Training Academy	\$735	\$940

Early, group, and/or student discounts do not apply to this training.

Cancellation dates: \$50 fee if cancelled before February 13, 2015
50% refund if cancelled between February 13, 2015, and February 27, 2015.
No refunds after February 27, 2015.

March 2015 Denver, CO

		<u>Mbr</u>	<u>Nonmbr</u>
March 16-17	Capital Budgeting and Infrastructure Finance	\$580	\$790
March 17	Accounting for Pensions and Other Postemployment Benefits	\$370	\$550
March 18	Evaluating Internal Controls	\$370	\$550
March 19-20	Advanced Financial Reporting	\$580	\$790

Early discount deadline: February 13, 2015

Cancellation dates: \$50 fee if cancelled before February 27, 2015.
50% refund if cancelled between February 27, 2015, and March 13, 2015.
No refunds after March 13, 2015.

March 2015 Desktop Training

		<u>Mbr</u>	<u>Nonmbr</u>
March 11	Measuring and Reporting Portfolio Performance for Your Government's Investments	\$85	\$160
March 25	Reaching Financial Resiliency	\$85	\$160

March 26	What Employers Need to Know About the New Pension Accounting	\$85	\$160
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Fees are per person, not per group.

Early and/or student discounts do not apply to this training.

Cancellation requests must be made in writing to the GFOA. All cancellations received five business days before the event date will incur a \$20 administrative fee. No refunds will be issued after that date. A one-for-one substitution (for government entities only) will be accepted. Substitutions must be submitted in writing to the GFOA.

Early and/or student discounts do not apply to this training.

**April 2015
Portland, OR**

		<u>Mbr</u>	<u>Nonmbr</u>
April 27-28	Best Practices and Effective Budget Presentation	\$580	\$790
April 27-28	Gates Budget Course	\$580	\$790
April 28	Accounting for Pensions and Other Postemployment Benefits	\$370	\$550
April 29	Evaluating Internal Controls	\$370	\$550
April 29-30	Program Review and Service-Level Alternatives for Budgeting	\$580	\$790
April 29-30	Treasury Management and Banking Relations	\$580	\$790
April 30 – May 1	Advanced Financial Reporting	\$580	\$790

Early discount deadline: March 27, 2014

Cancellation dates: \$50 fee if cancelled before April 10, 2015.
50% refund if cancelled between April 10, 2015, and April 24, 2015.
No refunds after April 24, 2015.

**April 2015
Chicago, IL**

		<u>Mbr</u>	<u>Nonmbr</u>
April 13 - 17	Accounting Academy	\$1100	\$1500

Early, group, and/or student discounts do not apply to this training.

Cancellation dates: \$50 fee if cancelled before March 27, 2015
50% refund if cancelled between March 27, 2015, and April 10, 2015.
No refunds after April 10, 2015.

**April 2015
Desktop Training**

		<u>Mbr</u>	<u>Nonmbr</u>
April 16	Building a Better Budget Document	\$85	\$160
April 22	Types of Debt Instruments and Understanding Refunding	\$85	\$160

Fees are per person, not per group.

Early and/or student discounts do not apply to this training.

Cancellation requests must be made in writing to the GFOA. All cancellations received five business days before the event date will incur a \$20 administrative fee. No refunds will be issued after that date. A one-for-one substitution (for government entities only) will be accepted. Substitutions must be submitted in writing to the GFOA.

**May 2015
Philadelphia, PA**

May 31- June 3	109 th Annual Conference
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