Foundation Training Course for Church Treasurers

This course is primarily for Treasurers of churches whose annual income is under £250,000. Both members and non-members of ACAT are invited to enrol for the course to be held at:

St. Thomas Centre
Ardwick Green North
MANCHESTER
M12 6FZ
www.gmcvo.org.uk/stc

Saturday 28th October 2017
9.30 am to 4.00 pm
Cost including buffet lunch: £45

- The Role of the Treasurer
- Legal and Financial Overview
- Budgeting
- Principles of Charity accounting
- Employment
- Gift Aid and GASDS
- Year-End Routines
- VAT and LPWGS

The Foundation Training Course gives a good overview of all the issues a Treasurer might meet. Whether you are new to the role or have been in post for many years, you will find much in the course to benefit you.
Foundation Training Course for Church Treasurers

This course is primarily for Treasurers of churches whose annual income is under £250,000. Both members and non-members of ACAT are invited to enrol for the course to be held at:

All Saints Church Centre
Vicarage Road
Hoole
CHESTER CH2 3HZ
https://allsaints.church/
Saturday 4th November 2017
9.30 am to 4.00 pm
Cost including buffet lunch: £45

- The Role of the Treasurer
- Legal and Financial Overview
- Budgeting
- Principles of Charity accounting
- Employment
- Gift Aid and GASDS
- Year-End Routines
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ACAT TRAINING DAY BOOKING FORM
MANCHESTER FOUNDATION COURSE – SATURDAY 28TH OCT 2017
CHESTER FOUNDATION COURSE – SATURDAY 4TH NOV 2017

- Book Online using Paypal or credit/debit card via the ACAT website:
  https://www.acat.uk.com/courses.html
  or
- By Cheque – please complete the form and post to the address below:

Name

Address

Postcode

Phone Number

Email

Church and Denomination

Please tick which Training Course you wish to book

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<thead>
<tr>
<th>MANCHESTER FOUNDATION</th>
<th>CHESTER FOUNDATION</th>
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<td>Saturday 28th October 2017</td>
<td>Saturday 4th November 2017</td>
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Please reserve place(s) at the MANCHESTER Foundation Course @ £45 each = £

Please reserve place(s) at the CHESTER Foundation Course @ £45 each = £

I enclose a cheque payable to ACAT for £

Name(s) delegates: (for additional delegates, please list overleaf)

Delegate 1 name

Delegate 2 name

Please list any disability/mobility or dietary requirements:

Please tell us if you are a member of ACAT: Yes ☐ No ☐

and if so, are you an Individual Member, ie pay annually, or a Block Member with your subscription paid for by your church body? Individual ☐ Block ☐

Please return this form with your cheque to:
Mrs Jayne Jones, Association of Church Accountants and Treasurers,
125 Coney Green Business Centre, Wingfield View, Clay Cross, Derbyshire S45 9JW

Your booking will be acknowledged by email or post and will include a detailed map and directions to the venue.