

CLIENT COMMUNICATION

To: All Virtuo Payroll Clients
From: Virtuo Payroll Support
Date: July 23, 2018

MediSolution is pleased to announce that this year's Virtuo Payroll User Group will be on Wednesday, October 3rd, 2018.

Location: Fairfield Inn and Suites (3299 Caroga Drive, Mississauga, ON)

Meals: Continental breakfast and lunch will be provided

Please let us know if you have any food allergies: _____

To assist us in our planning of the Payroll User Group, please complete the following and return your responses to Teresa.McCulloch@medisolution.com by August 17th, 2018

Payroll User Group Attendance on Wednesday, October 3rd, 2018

We are planning on participating in this year's Payroll User Group:

Client # _____ Client Name _____ # of Attendees _____

Names of Attendees _____

Payroll User Group Agenda Items

This year some of the items we will be discussing include; Retro Report, Paz Files, New Labour Standards time codes and Accounting pay split ratios.

In addition to those items if you can please list your suggestions for topics that you would like discussed, and shared.

1. _____
2. _____
3. _____

Workshop/Training Session on Thursday, October 4th, 2018

As offered in prior years in conjunction with the Payroll User Group and subject to interest, we are soliciting your feedback on scheduling a half day workshop on Thursday, October 4th, 2018.

I would be interested in attending a workshop on **Payroll Accounting** Yes No

If No please list your suggestions for the workshop:

1. _____
2. _____
3. _____

Pending the results of your indicated interest, we will confirm and schedule the Workshop accordingly and distribute the registration form. The cost for the Workshop/Training is \$375 for the first attendee and \$275 for the second attendee.

Reservations at Fairfield Inn and Suites

A limited number of rooms are available at the preferred rate of \$124.00, this rate includes parking.

MediSolution will ensure that we have blocked enough rooms; however you are responsible for booking your own reservation. A reservation code will be sent out closer to the conference date.

Thank you in advance for your response by Friday, August 17th, 2018. Your suggested agenda items will assist us in planning a successful, exciting and informative session that meets your needs.

Please email your responses and any questions to Teresa.McCulloch@medisolution.com