

The Los Angeles Chapter, APA, PMB 527, 11301 W. Olympic Blvd., Los Angeles CA 90064

The Los Angeles Chapter, APA, Presents:

*Vicki Lambert, CPP*

## Basic & Intermediate/Advanced Payroll Classes

Smart & Final Headquarters  
Citadel Shopping Center

600 Citadel Drive  
Commerce CA 90040

Sign up for Just One or Both !

**Basic Payroll -**

**SATURDAY, April 17, 2004**

**Intermediate /Advanced Payroll -**

**SATURDAY, May 15, 2004**

**Both classes are 9:00 am to 4:00 pm**

### *Topics to include...*

#### Basic Payroll

Defining Employees  
Garnishments & Levies  
Wage and Hour Rules  
Tax Filing  
Payroll Administration and Compliance  
and more...

#### Intermediate/Advanced Payroll

Deferred Compensation  
Pre-Tax Deductions  
Taxable Fringe Benefits  
Year End Preparation  
and more...

**200 Page HANDOUT is Included!!!**

#### **Our Speaker:**

**Vicki Lambert, CPP** has a Bachelor's Degree, Magna Cum Laude, in Personnel Management and is a CPP with over 23 years of multi-state payroll experience. Ms. Lambert authored the certificate program in "Payroll Practice and Management" at Cal State Long Beach. She has several books on the market on Payroll, along with various news letters. Vicki also serves on the LAAPA board as our Government Liaison Officer.

**All Payroll Managers and Human Resource Managers are encouraged to attend.**

**REGISTER ONLINE @ [www.laapa.org](http://www.laapa.org)**

**Location:**  
Smart & Final  
600 Citadel Drive  
Commerce CA 90040

**Fee:**  
**\$120.00** for Each Class.  
**\$190.00** for BOTH.  
(Either Option Includes Handout)

*For Additional questions, and Late Registration, Please Call Yolanda Brown 310-559-1921*

**[www.laapa.org](http://www.laapa.org)**

***This Meeting Qualifies for C.E.U.s***

**Register On-line**  
**www.laapa.org**

Use this space to ask questions of our speaker(s)

---

---

---

---

**Price: \$ 120.00 Each Class . \$190.00 Both Classes**

**IF you don't have internet access (www.laapa.org) please complete this form and return by mail.**

Call for late registration! **Yolanda Brown @ 310-559-1921**

**Mail with your check to:** Los Angeles Chapter, APA, PMB 527, 11301 W. Olympic Blvd., Los Angeles CA 90064

Enclosed is a check in the amount of \$ \_\_\_\_\_ payable to The Los Angeles Chapter, A.P.A..

Member Name \_\_\_\_\_ Email \_\_\_\_\_ Guest Name \_\_\_\_\_ Email \_\_\_\_\_

Company Name \_\_\_\_\_ Daytime phone # (     ) \_\_\_\_\_

Company Address \_\_\_\_\_