

Order Form

101 QUESTIONS TO ASK YOUR ACCOUNTANT AND HOW TO MAKE THE MOST OUT OF YOUR ACCOUNTANT

A handy tool to help you expand your services or your client base. Each issue includes: you logo or company name on the cover, contact details and list of services. You will receive PDF files suitable for emailing, displaying on your website and for professional printing.

Step 1
Select your version

Standard
Branded PDFs, choice of layout and association logos

Premium
Standard + colour matching to firm's identity

Step 2
Indicate the design style to suit your firm



Classic
Uses classic serif font and a more traditional design to suit firms with a traditional style and logo

Aa

OR



Contemporary
Uses sans-serif font and a more modern design to suit firms who have a modern style and logo

Aa

Step 3
Choose your plan and payment method

Product choice	Standard	Premium
101 Questions to Ask Your Accountant	<input type="checkbox"/> NZ\$295.00	<input type="checkbox"/> NZ\$395.00
How to Make the Most Out of Your Accountant	<input type="checkbox"/> NZ\$295.00	<input type="checkbox"/> NZ\$395.00
Bundle (both)	<input type="checkbox"/> NZ\$550.00	<input type="checkbox"/> NZ\$650.00

Step 4
Complete your payment details

Please charge my credit card below the amount of NZ\$_____

An invoice will be sent annually to which you will be able to approve and pay.

Previous customers are eligible receive an annual update at **50% off the original cost.**

Firm name _____

Contact name _____

Postal Address _____

State _____ Postcode _____

Tel () _____

Mobile _____

Email _____

Credit card number _____

Expiry date

Card type Visa / Mastercard / Amex (Please circle)

Cardholder's name _____

Cardholder's signature _____

Date _____

Step 5
Send us your order

FAX: 0800 995 041
EMAIL: myorder@practiceadvantage.co.nz



TERMS: You may cancel at any time. Refunds are not available for subscriptions paid in advance. Please visit the support centre on our website. Subsequent year pricing provided continuity of subscription is maintained. Subscriptions under a monthly payment plan are automatically renewed unless cancelled. **If you do not receive your issue within 21 days of its release date please contact us immediately. We will not refund your payment if you haven't contacted us within 21 days of the release date. For full terms and conditions please visit our website - www.practiceadvantage.co.nz**

Discover

GETTING STARTED WITH 101 QUESTIONS TO ASK YOUR ACCOUNTANT AND HOW TO MAKE THE MOST OUT OF YOUR ACCOUNTANT

The form below contains the information that we require to place your firm details on your newsletter. Please complete the form below and email or fax back with your order.

Step 1

Firm name

.....
Please clearly write your firm name

Step 2

Choose your style

Classic Design Contemporary Design

Step 3

Choose your newsletter version

Standard Premium

Step 4

Logo options

- Please use the logo and firm details that appeared on our last newsletter (no need to fill in this section)
- We do have our own logo (please email logo in high quality EPS, JPEG or TIFF format to myorder@practiceadvantage.co.nz)
- We do not have a logo, so please type our firm name in the front page space.

Step 5

Staff and office details for your panel

(Use a separate sheet for additional names - we suggest you limit the total number of contacts displayed to 6)

Displayed Names

Name _____ Position (please circle) Principal / Director / Associate

Name _____ Position (please circle) Principal / Director / Associate

Name _____ Position (please circle) Principal / Director / Associate

Name _____ Position (please circle) Principal / Director / Associate

Name _____ Position (please circle) Principal / Director / Associate

Name _____ Position (please circle) Principal / Director / Associate

Address _____

State _____

Postcode _____

Phone number _____

Fax number _____

Email _____

Website _____

Step 6

Professional services details for your panel

(Please limit to 25 characters)

Professional services

1. _____

4. _____

2. _____

5. _____

3. _____

6. _____



Step 7

Association logo displayed on your newsletter (optional)

We are a member of the following professional association and would like their logo to appear on our newsletter:

- ICAA CPA PNA
 ATMA TIA NTAA
 Other* _____ *Please email logo to myorder@practiceadvantage.co.nz
 Please insert the following limited liability statement into my newsletter:
"Liability limited by a scheme approved under Professional Standards Legislation."

Step 8

Colour matching - only required if you have ordered Premium

In order to best match the colour scheme of your newsletter to your logo or firm colours, please provide us with the details of the colours used. It is best to give colours as their CMYK, RGB or PMS values. If you do not know these, we can take colours closest to your logo.

- 1: _____
2: _____
3: _____

Step 9

Person to send the newsletter to and to contact if we have further questions

Name _____
Contact email _____
Firm name _____
Phone _____
Signature _____ Date _____

Step 10

Please check your details

So that we are able to prepare your newsletter promptly and accurately, please ensure that **all details required above are completed.**

Step 11

Send us your order and logo

Please send your order by fax or email. If you have ordered Standard or Premium, please send your logo by email.

FAX: 0800 995 041 **EMAIL:** myorder@practiceadvantage.co.nz

If you have any questions or queries please contact us on:

TEL: 0800 001 387

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