

**Department of Commerce, Community,**

**and Economic Development**

DIVISION OF COMMUNITY AND REGIONAL AFFAIRS

REGISTRATION REQUEST

**Basic QuickBooks for Rural Utilities**

Anchorage, September 26 – September 29, 2022

**NAME** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**Title**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**MAILING ADDRESS:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**PHONE:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **FAX:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**EMAIL:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**DO YOU HAVE A ZOOM ACCOUNT?\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**WHAT VERSION OF QUICKBOOKS ARE YOU USING?\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**This class will be held online through Zoom. You will need two computers side by side. One computer will have QuickBooks on it. The other computer will have the zoom class. Example: You will have your office computer that already has QuickBooks on it. You will have a second computer, laptop or iPad that will have the Zoom class on it. If you do not have a Zoom Account, please follow the instructions on the attached Zoom Start-up Guide. Everyone will later receive instructions and help as to how to access the class. Students will be able to interact and ask Pati and Joanna questions as the class progresses.**

Class schedule: 9:30 am to 12:30 and 1:30-4:30 pm Monday, September 26, through Thursday, September 29, 2022.

**Contact Pati Crofut if you have any special needs or questions: crofutp@aol.com**

**Registration REQUESTS CLOSE on September 16, 2022 at 5 PM.**

|  |  |
| --- | --- |
| **SIGNATURE** | **DATE** |

**If you are accepted as a participant, you will be notified by September 19, 2022.**

**EMAIL (crofutp@aol.com) this registration form by 5pm on September 16, 2022. To confirm receipt of your registration request form, or if you have any questions about the training, be sure to contact**

**Pati Crofut at (907)632-9448 or email crofutp@aol.com**