



PAYROLL LEADERS CONFERENCE

Whether you're managing U.S. or global payroll teams or striving to step into a leadership role, this is your moment to elevate your influence, sharpen your edge, and lead with confidence.

14–16 September 2026
San Antonio, Texas USA

Choose from four cutting-edge
certificate programs!

**Payroll System Selection
and Implementation**

Strategic Payroll Practices

**The Art and Science of Building
Strong Vendor Alliances**

**Managing Payroll Operations
Across the Globe**

Earn up to 16 RCHs, 1.6 CEUs, or 19 CPE credits



Keynote Speakers



Opening General Session

Strategic Leadership: Leading and Thinking Strategically in the Middle of Chaos

Pegine

Team Pegine

Field of Study: Personal Development

1.0 RCH, .1 CEU, 1.0 CPE Credit

What if chaos wasn't the problem – but the proving ground? This high-energy session equips leaders to think clearly, decide boldly, and lead strategically when everything feels urgent, loud, and fast-moving. Using Pegine's proven 4-Lens Strategic Thinking Model, leaders learn how to cut through noise, prioritize what truly matters, and create calm in motion – not by slowing down, but by getting sharper. This session is practical, engaging, and immediately actionable – designed for leaders who must deliver results while navigating pressure, complexity, and constant change.

General Session

Communicating With Command Presence: How Leaders Speak So Others Listen

Pegine

Team Pegine

Field of Study: Communication and Marketing

1.0 RCH, .1 CEU, 1.0 CPE Credit

Your strategy is only as strong as the way you communicate it. This session teaches leaders how to communicate with command presence—so their words inspire trust, alignment, and action. Using Pegine's powerful P.A.C.E. Framework (Purpose, Action, Clarity, Energy), participants learn how to deliver messages that are clear, confident, calm, and compelling—especially under pressure. This is not about sounding louder. It's about sounding certain.



Closing General Session

Leadership Under Pressure: The Invisible Systems That

Determine Trust, Accuracy, and Accountability in Organizations

Carolyn Hayden-Garner

Global Executive

Tesla

Field of Study: Personal Development

1.0 RCH, .1 CEU, 1.0 CPE Credit

Your operation is only as dependable as the system behind it. This session teaches leaders how to identify and strengthen the invisible frameworks that govern trust, accuracy, and accountability, especially when the pressure is high.

Agenda

Select a certificate program to develop new leadership competencies and a fresh perspective to lead people in an increasingly dynamic world.

Payroll System Selection and Implementation

This program will walk you through new system implementation, from project planning and system setup to data migration, testing, training, and post-go-live support.

Strategic Payroll Practices

Learn how to develop a successful payroll strategy with insights into complex taxation, operations, and technology.

The Art and Science of Building Strong Vendor Alliances

Whether you're a leader or stepping into a leadership role, this program equips you with practical tools to lead vendor selection, manage performance, and build strong, long-term partnerships.

Managing Payroll Operations Across the Globe

What are the key components of effective global payroll management? Learn how people, processes, and technology come together to run successful payroll operations worldwide in this program.

Monday, 14 September

7:30 AM – 8:30 AM	Registration/ Continental Breakfast
8:30 AM – 9:45 AM	Opening General Session Strategic Leadership: Leading and Thinking Strategically in the Middle of Chaos Pegine <i>Team Pegine</i>
9:45 AM – 10:00 AM	Break
10:00 AM – 12:00 PM	Session 1
12:00 PM – 1:15 PM	General Session/Lunch Communicating With Command Presence: How Leaders Speak So Others Listen Pegine <i>Team Pegine</i>
1:15 PM – 3:15 PM	Session 2
3:15 PM – 3:30 PM	Break
3:30 PM – 5:00 PM	Session 3

Tuesday, 15 September

8:00 AM – 8:30 AM	Continental Breakfast
8:30 AM – 10:30 AM	Session 4
10:30 AM – 10:45 AM	Break
10:45 AM – 12:15 PM	Session 5
12:15 PM – 2:00 PM	Prism Award Luncheon
2:00 PM – 3:30 PM	Session 6
3:30 PM – 3:45 PM	Break
3:45 PM – 5:00 PM	Closing General Session/Door Prizes Leadership Under Pressure: The Invisible Systems That Determine Trust, Accuracy, and Accountability in Organizations Carolyn Hayden-Garner <i>Global Executive, Tesla</i>
5:00 PM – 6:30 PM	Networking Cocktail Reception

Wednesday, 16 September

8:00 AM – 8:30 AM	Continental Breakfast
8:30 AM – 10:00 AM	Session 7
10:00 AM – 10:15 AM	Break
10:15 AM – 11:15 AM	Session 8

Payroll System Selection and Implementation



Facilitator

Susan Judah, CPP, SPHR

Senior Functional Consultant
Workday

Field of Study: Computer
Software & Applications

Overview

This course will lead you through the multiple steps organizations use to select the correct system or technology. Learn to install the technology, analyze the gaps in procedures and the system's features, map the old system's data to the new system's data elements, then test the new system, develop training materials and documentation, and support the system after go-live.

Program Objectives

- Develop a current situation analysis to identify the requirements of a new system
- Develop and manage the project plan to ensure the implementation is on time and under budget
- Map the data elements in the old system to the new system's data elements for a successful data conversion
- Understand the different types of testing required to ensure the system meets the organization's requirements
- Organize and develop a system implementation plan including user training
- Manage the support and enhancements required when implementing a new system

Program Outline

Doing Your Homework

- The do's and don'ts
- Determining a system change is needed
 - » Growth potential of company/system
- Doing the legwork
 - » Develop/update process flows
 - Examine each step to determine risks or challenges
 - Review each decision within a process
 - Examine the rework (or return) loops within each process
 - View the process from the customer's perspective
 - » Gap/efficiency analysis
 - » Prepare a current situation analysis
 - » Current system data
 - Conversion
 - Archiving
 - Accessibility

Technology Selection - Setting the Stage

- Approach to system/technology selection
 - » Establish the project team
 - » Select a hardware platform
 - » Determine where/how the technology will be developed or delivered
 - In-house systems
 - Vendor-licensed systems
 - Service providers/ASPs
 - Cloud Computing
 - » Select a processing environment
 - » Select interfacing versus integration
 - » Prepare a high-level project plan
 - » Prepare a Request for Information
 - » Prepare a Request for Proposal
 - » Perform the evaluation
 - Vendor evaluation matrix

- » Select the system/technology
- » Negotiate contract terms
- » Revise the project plan
- Integration and interfaces
 - » Payroll and human resource systems
 - » Working with other systems, departments and vendors
 - Benefits
 - General ledger/cost accounting
 - Banking
 - Time and attendance/workforce management
 - Retirement
 - Budget
 - Labor cost data collection
 - Tax compliance
 - Tax deposits and thirdparty payments
 - Third-party agencies
 - Social Security Administration
 - Accounts payable
 - Vendor interfaces
- Customers
- The project team
 - » Effective teams
 - » The review committee
 - » Executive support
- Project plan
 - » Project management
 - Determine who, what, when, and how
 - Timeline
 - Communication
 - Status meetings
 - Risks
 - » Establish the overall project plan
 - » SWOT analysis
 - » New system analysis
 - » Document functional requirements

System Selection – Selecting the Vendor

- Request for Information
- Request for Proposal
- System selection
 - » Demonstrations
 - » Scorecard
 - » Interview other users
- Vendor evaluation
 - » Analysis of the report cards
 - » Mistakes to avoid
 - » Negotiate contract terms

System Implementation – Designing the System

- Project plan – redone!
 - » (Re)organize the project, both plans and teams
 - » Using six sigma or lean for process improvements
 - » Create the implementation plan
 - » Defining objectives/key results
 - » Sample implementation project team performance objectives
 - » Escalation management process
 - » Train the project team
- Install the technology
 - » Define the technical infrastructure
 - » Install the software
- Gap analysis
 - » Perform the gap analysis
- Prototype the system

System Implementation – Developing the System

- Data mapping and specifications
- Testing
 - » Unit testing
 - » Integration testing
 - » System testing
 - » Stress testing
 - » Conversion validation/functional testing
 - » User acceptance testing
 - » Regression testing
 - » Vulnerability testing

System Implementation – Implementing the System

- Documentation
 - » Create end-user procedures and documentation
 - » System documentation for end users
- User training and support
 - » Develop training material
 - » Schedule and train the users
 - » Set up Hot Line/Help Desk
- Parallel testing and cut over
 - » Conduct parallel testing
 - » Run final conversion
 - » Cut over
- Business continuity planning
 - » Don't make recovery too difficult
 - » Making disaster recovery more comprehensive
 - » Benefits of a business continuity plan
 - » Steps to create a business continuity plan
 - Obtain top management commitment
 - Establish a planning and implementation committee
 - Perform a risk and business impact analysis
 - Establish priorities for processing and operations "critical needs"
 - Determine recovery strategies
 - Perform data collection
 - Organize/document a plan and procedures
 - Develop testing criteria and procedures
 - Test the plan
 - Approve the plan
 - » Get involved and get results
- Controls and security
 - » Putting controls into the process
 - » Providing security for the system

System Implementation – Supporting the Live System

- Supporting the system
 - » Wrap-up meeting
 - » Provide user support
 - » Ongoing processes
 - » Meetings and other communications
 - » Continuous process review leading to improvements
 - » Escalation procedures
 - » Root/cause analysis
 - » Cross-training
 - » Monitoring compliance/external impacts to processes
 - » Service level agreements
 - » Ongoing evaluation
 - » System upgrades
 - » Evolve, enhance the system
 - » System lifecycle strategy

Strategic Payroll Practices



Facilitator

Linda Werts, CPP

Director of Payroll Training
PayrollOrg

Fields of Study: Management
Advisory Services, Taxes,
Computer Science

Overview

This course provides insightful perspectives on complex payroll taxation topics, operational effectiveness, employee development, emerging technologies, and other issues when developing a successful strategy to guide a payroll department.

Program Objectives

- Manage IRS and SSA notices and audits
- Develop a payroll department's vision and mission statements
- Ensure proper taxation and reporting of complex benefits
- Understand trends in payroll practice and technology

Program Outline

Planning and Organizing Payroll Operations

- Values
- Vision
- Mission
- Aligning payroll's visions and missions
- Objectives/key results
- Management by planning
- Third-party relationships management (service vendors – contract management)
- Understanding business partners
- Project management
- Managing international relationships

Measuring Payroll Operations' Effectiveness

- Cost analysis/cost of payroll check
- Benchmarking
- Performance metrics
- How to identify the cost of your payroll – what are the components?
- Impact of new benefits/establishing policies
- Auditing the payroll process and efficiency
- Writing a business case
- Budgeting payroll operations
- Service level agreements
- Quality assurance
- Measuring quality in the payroll department

Employee Development

- Career path
- Identifying job requirements
- Developing job requirements and staffing
- Writing job descriptions
- Interviewing candidates
- Performance feedback
- Taking corrective action
- Measuring employee development

Prioritizing Your Time

- Planning and leading a meeting

Change Management

- Change vs. transition
- Crisis management
- Measuring success

Trends in Payroll Practices and Technology

- Shared services
- Call centers
- Outsourcing considerations
- Employee and manager self-service
- Internet-based technologies
- Biometrics
- GPS technology
- Imaging and document storage
- Artificial intelligence/machine learning
- Bots, process automation, and chatbots

Payroll Technology Selection

- Technology and system selection considerations
 - » Identifying the requirements
 - » Common mistakes to avoid
 - » Factors driving outsourcing

Business Continuity Planning

- Benefits of a business continuity plan
- Creating a business continuity plan
- Updating the plan
- Testing the plan

Complex Taxation Issues

- Social security/Medicare taxation
 - » Common paymaster
 - » Agent reporting
 - » Supplemental unemployment benefits
 - » Railroad Retirement Tax Act
- Dealing with the IRS and SSA
 - » Penalty notices
 - » Audits

- » Reconciliation issues
- » Penalties/abatement/reasonable cause
- » Preventing penalties
- » IRS' Taxpayer Advocate Service
- » SSA reconciliation letters
- Mergers and acquisitions overview
 - » Unemployment insurance
 - » Transfer of experience rating
 - » State issues
 - » Standard and alternate tax and reporting procedures
 - » Social security tax issues
 - » Forms W-2 and 941 reporting issues
- Discrimination testing
 - » Retirement (401(k)) plans
 - » Group-term life insurance

Compensation for Highly Paid Employees

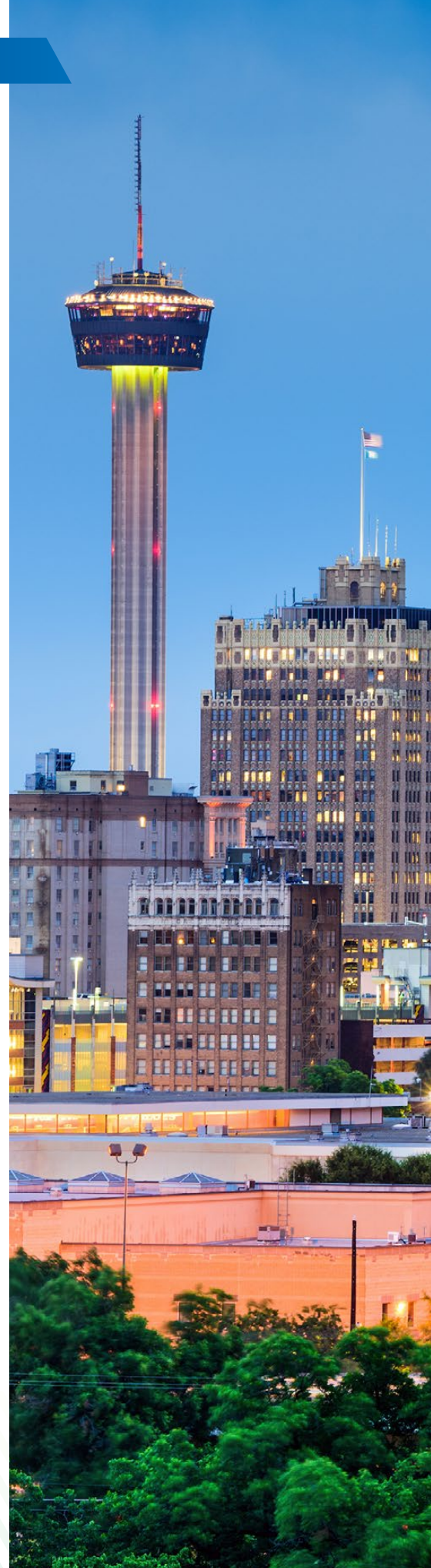
- The IRS' executive compensation compliance strategy
- Additional Medicare tax
- Withholding requirements
 - » Mandatory flat rate withholding
 - » Gross-ups of executive compensation
- Chauffeur services
- Aircraft (SIFL calculation)
- Stock compensation
 - » Section 83(b) and 83(i) elections
 - » Restricted stock
 - » Phantom stock
 - » Nonstatutory stock options
- Golden parachute payments
- Nonqualified deferred compensation plans
 - » Section 409A requirements
 - » Split-dollar life insurance contracts
 - » Clawbacks

Security Issues

- Payroll fraud
- HIPAA requirements

Payroll Auditing

- Accounting records
- System operations
- Third parties (benefit administrators)
- Managing outside auditors
- Auditing the payroll process
- Optimizing the use of consultants



The Art and Science of Building Strong Vendor Alliances



Facilitator

Stephanie Salavejus, CPP

Vice President & COO

PenSoft

Fields of Study:

Management Services

Overview

This course is designed specifically for current and future leaders who want to elevate their strategic impact. Gain practical tools and insights to confidently lead vendor selection, manage performance, and foster long-term partnerships. Leave equipped to transform vendor relationships into high-performing alliances that support payroll excellence.

Program Objectives

- Define clear, strategic goals for vendor relationships that align with organizational priorities and operational needs.
- Evaluate the benefits and potential risks associated with outsourcing and automation, with a focus on payroll and related business functions.
- Identify and assess alternative solutions before committing to an external vendor, including in-house improvements or hybrid models.
- Establish and apply key performance indicators (KPIs) and metrics to monitor vendor performance and drive accountability.
- Apply best practices in contract negotiation and the development of service level agreements (SLAs) that safeguard organizational interests and ensure clarity of expectations.

Program Outline

Leadership Excellence: Essential Skills for Success

- Solidifying your leadership style
 - » Leadership styles
 - » Leadership style assessment
 - » Demonstrating agility in leadership
- Elevating your professional presence
 - » Understanding your professional image
 - » Transforming into a respected leader
 - » Professional growth and self improvement
- Communicating effectively
 - » How to communicate with confidence
 - » Communication mastery
- Leading with a growth mindset
 - » Impact of leading with a growth mindset
 - » Cultivating a growth mindset
 - » Beyond positive thinking
 - » A place for a fixed mindset
 - » Practical applications in the workplace
- Sharpen your perspective: drive impact and innovation
 - » The power of perspective
 - » Six thinking hats
 - » Shifting hats for greater impact
- Effectively resolving conflict
 - » Conflict: resolution versus management
 - » Types and levels of workplace conflict
 - » Constructive and destructive conflict
 - » Conflict styles
 - » Effectively preventing, resolving, or managing workplace conflict

Driving Organizational Success: Effective People Management

- Influencing without authority
 - » Sources of influence

- » Four steps to gaining support
- » Influencing tactics
- Creating and managing teams
 - » Establishing solid and effective teams
 - » Cross-functional vendor management
- The art of negotiation and renegotiation
 - » Begin with the end in mind
 - » Negotiation styles and thinking
 - » Mastering negotiation
 - » Renegotiating the deal
- Reset an existing (vendor) relationship
 - » Evaluating the current state of the relationship
 - » Refine contractual terms and relationship retrospective
 - » Know when to walk away

Navigating Processes and Practices With Precision

- Pre-selection process
 - » Setting the stage
 - » Mapping end-to-end processes for visibility and control
- Managing contracts and service level agreements
 - » Contract management
 - » Service level agreements
 - » Performance level contracts
- Managing third-party risks
 - » Managing vendor risk
 - » Best practices for effective vendor due diligence
- Managing implementation processes
 - » Managing implementation
 - » Managing change
 - » Request for enhancements
- Maintaining the alliance
 - » Management reports
 - » Support management

Managing Payroll Operations Across the Globe



Facilitator

Mary Holland, CPP

Global Payroll Advisor

PayrollOrg

Field of Study: Business

Management & Organization

Overview

This course explores how people, processes, and technology interconnect as you lead a global payroll operation delivering timely payments and ensuring taxation and other compliance requirements are met. Dive into your company's payroll delivery model, the role of the governance committee, vendor management, data privacy, and providing sustainable business processes.

Program Objectives

- Provide solid business strategies to lead a world-class payroll operation
- Discuss the importance of culture, diversity and inclusion initiatives, and leading remote global teams
- Discuss the tools needed to create a robust compliance and control model
- Identify continuous process improvements, business strategies, and how to best manage vendor relationships

Program Outline

Strategy and Governance

- Strategic Direction for Your Global Payroll
 - » What is business strategy?
 - » Objectives/key results
 - » Commitments
- Organisational Goals and Objectives and the Importance of Technology
 - » The strategic vision and organisational goal alignment
 - » Organisational goals and objectives
 - » Defining payroll service providers required
 - » Compliance – Understanding local employment and regulations
 - » Managing costs
 - » What global structure will support your organisation – De-centralised vs centralised?
 - » Example of a global organisation chart and governance model
 - » Governance model for global payroll with regional shared services
 - » Risk management
 - » Customer service
 - » Employee self-service
 - » Standardisation in files
 - » The role of technology
- Global Payroll Service Models
 - » What is an aggregator?
 - » What is an Employee of Record (EOR)?
 - » Global payroll technology platform
 - » Guide to global resources
 - » Role of Artificial Intelligence (AI) in service delivery
 - » How can AI improve global payroll operations?
 - » How can global leaders help payroll professionals embrace ai?
 - » Payroll delivery model
 - » Local payroll operation models

- » Regional payroll operation models
- » Centralised payroll operation models
- » Determining the right resources
- Developing a Strong Governance Model
 - » Organisational alignment
 - » Governance chart for global payroll project
 - » Organisational chart for global payroll with regional shared service centers
 - » Governance model for global payroll with regional shared services
 - » SWOT analysis
 - » Creating an effective roadmap
 - » How to visualise the global payroll roadmap with a step approach
 - » Strategic roadmap

Leadership Management Across the Globe

- Creating High-Performance Global Teams
 - » Building a strong global payroll team
 - » Strategic leadership
 - » Evaluating global talent or resources
 - » Working with remote teams
 - » How to achieve success with remote employees
 - » Talent and team development
 - » Creating a global talent approach
- Cultural Considerations
 - » Cultural differences
 - » Culture and communication
 - » Four cultural dimensions
 - » Building trust
 - » Business cards
 - » Gender
 - » Language requirements
 - » Organisational culture
- Leveraging Diversity, Equity, and Inclusion

- » Diversity, equity, & inclusion – definitions
- » Importance of diversity and inclusion in the workplace
- » Creating an inclusive workplace
- Keeping the Team Informed
 - » Why does “communicating in a global workplace” matter?
 - » Benefits of global team communications
 - » Leverage technology
- Change Management
 - » Foundations of change and transition
 - » Leadership
 - » Communication
 - » Stakeholder involvement
 - » Enabling employees through change
 - » What is a change management process?
 - » Developing a global change management strategy
 - » Key change success factors

Compliance and Control

- Understanding Compliance and Control
 - » How to ensure compliance
 - » Environments influencing global payroll
 - » Global payroll function’s objectives
 - » Global payroll environment and complexity
 - » Internal environment
 - » Tone at the top
 - » Geographical spread
 - » External environment
 - » Global compliance and complexity
 - » What is payroll risk management?
 - » Risk tolerance
 - » Assembling the right group
 - » Risk identification techniques
 - » Communicating about risks to internal and external stakeholders
 - » Key aspect of control management
 - » Control frequency
 - » Control timing
 - » Actual control description
 - » Compliance and control

- » Global payroll management
- » Regional payroll management
- » Local payroll management
- » Ongoing education to support compliance
- » Communicating to internal and external stakeholders
- » Monitoring activities supporting control over compliance
- » Monitoring activities
- » Personally Identifiable Information (PII)
- » Year-End sign-off
- » Reconciling payroll
- » Limitations to ensuring compliance and control

Optimising Global Payroll Operations

- Building the Relationship: Stakeholder Education
 - » Global payroll strategic leaders
 - » Importance of building strong relationships
 - » Timing of payroll close
 - » Sample: earning compensation matrix
 - » Share business plans
 - » Sharing payroll mission, values, and goals
 - » Understanding expectations
 - » education for partners
 - » Entering a new country or new entity set-up
- Navigating the Global Payroll Landscape
 - » Standardisation
 - » Data integration
 - » Process improvements
 - » Getting started
 - » Quantitative and qualitative metrics
 - » What is analytics?
 - » Opportunities to improve business efficiency
 - » Benefits of data analytics
 - » Foundations of payroll analytics
 - » Intermediate payroll analytics
 - » Advanced payroll analytics
- Effective Vendor Management
 - » Importance of vendor management

- » Building a successful vendor partnership
- » Service level agreements
- » Components of a service level agreement
- » Common SLA metrics
- » Compensation – Fees and expenses
- » Security
- » Confidential information
- » Legal compliance and resolution of disputes
- » General
 - » Service level agreement rating example
 - » Key performance indicators and SLA penalties
 - » Example of SLA with penalty for failure to achieve
- » Guide to resource
- » Global responsibility matrix
- » Example: enterprise reporting responsibility
- » Governance model for global payroll with regional shared services
- » Governance structure
- » Operational governance
- » Quarterly business review
- Business Continuity
 - » Business continuity planning
 - » Don’t make recovery too difficult
 - » Making disaster recovery more comprehensive
 - » Benefits of a business continuity plan
 - » Get involved and get results
 - » Privacy rules
 - » Recovery strategies (multiple vendors)
 - » Time zones
 - » Putting all of the pieces together
- Value Realization Putting all of the Pieces Together
 - » What is value realisation?
 - » What is senior leadership looking for from global payroll operations?
 - » Steps to achieve global payroll value and continued strategic value

PRISM AWARD

Recognize Your Outstanding Department

Organizations that have demonstrated improved business practices, shared services, and overall processes throughout the year will receive a Payroll or Shared Services Prism Award. Achieving such an award helps departments garner organization and industry-wide recognition and validates an organization's worth to company officials.

The Payroll Prism Awards will be presented to innovative departments that exhibit best practices in four categories: **Overall Best Practices, Management, Processes, or Technology.**

The Shared Services Prism Award will be given to one payroll department that has demonstrated excellence in **shared services.**

Conference Details

Conference Location

Kimpton Santo San Antonio – Riverwalk
431 S. Alamo Street
San Antonio, TX 78305
+1 (210) 222-1000

Hotel Accommodations

Please [click here](#) for a list of hotel offerings near Kimpton Santo San Antonio.

Dietary Requests and Special Services

Dietary requests made after 30 August cannot be guaranteed. By requesting a dietary meal and indicating the meal functions you will be attending, you confirm that you will be eating your dietary meal purchased by PayrollOrg on your behalf. There is no additional charge for the dietary meal(s) unless you elect not to eat it, fail to pick up the dietary meal, or eat a regular attendee meal in its place. In any of these instances, you will be invoiced US\$50 for each dietary meal that you ordered. Dietary requests will be limited and will not be honored on-site. If you require special services, please call Customer Service at +1 210 224 6406, M-F, 7 a.m. – 5 p.m. CT, at least 21 days in advance of the event.



Credit for Recertification and Continuing Education

PayrollOrg is registered with the National Association of State Boards of Accountancy (NASBA), as a sponsor of continuing professional education on the National Registry of CPE Sponsors. State boards of accountancy have final authority on the acceptance of individual courses for CPE credit. Complaints regarding registered sponsors may be submitted to the National Registry of CPE Sponsors, through its website: www.NASBARegistry.org. PayrollOrg's CPE sponsor identification number with NASBA is 103152. Payroll Leaders Conference participants earn up to 16.0 RCHs, 1.6 CEUs, or 19.0 CPE credits. No prerequisites or advance preparation required. Course level: Overview. Delivery method: Group-live. See individual descriptions for Field of Study (FOS).

CPE Complaint Resolution Policy: PayrollOrg will make every effort to resolve complaints regarding NASBA compliance within a reasonable amount of time and in a confidential manner. A formal complaint must be submitted in writing and must set forth a statement of the facts and the specific remedy sought. Submit CPE complaints to: PayrollOrg, Attn: Certification, 660 North Main Avenue, Suite 100, San Antonio, TX 78205-1217 USA. Certification: +1 210 226 4600.

2026 Payroll Leaders Conference | Registration Form

Register online: Payroll.org/PLC

REGISTRATION

I would like to:

Register for ONE of the following Certificate Programs:

- ☐ Payroll System Selection (26PAYLD1)
- ☐ Strategic Payroll Practices (26PAYLD2)
- ☐ Art & Science/Vendor Alliances (26PAYLD3)
- ☐ Managing Payroll Operations (26PAYLD4)

☐ I am a PayrollOrg Member. ID# _____ US\$1,349

☐ I would like to join PayrollOrg now AND register at the member rate US\$1,696

Class Registration Fee at Member Rate US\$1,349

Annual Membership Dues* US\$312

One-Time Enrollment Fee US\$35

TOTAL US\$1,696

☐ I am not a PayrollOrg Member. ID# (if known) US\$1,679

**For just \$17 more, register at the member rate
and get 1 year of PayrollOrg membership!**

REGISTRANT INFORMATION (please print)

Registrant's Primary Address

Name: _____

Title: _____

Organization: _____

Street Address: _____

City: _____

State/Province: _____ Country: _____

Zip + 4-Digit/Postal Code: _____ + _____

Phone: _____ Fax: _____

(Area/Country Code)

(Area/Country Code)

Email: _____

(For official PayrollOrg communications, registration confirmations, Payroll Currently, and PAYTECH-Digital)

Please indicate if you are: ☐ CPA ☐ PA (For NASBA reporting purposes)

Needed for account verification

Birth date: ____/____/____

Special Dietary Request: ☐ Vegetarian ☐ Gluten-free ☐ Kosher

☐ Vegan ☐ Peanut Allergy ☐ Dairy Allergy ☐ Shellfish Allergy

Special dietary requests received after 30 August cannot be guaranteed.

All Attendees Please Complete This Section.

In case of emergency contact:

Name: _____

Relation to Attendee: _____

Preferred Phone: _____

YOUR CONFERENCE REGISTRATION INCLUDES:

- ✓ A printed course workbook
- ✓ 16 RCHs, 1.6 CEUs, or 19 CPE credits upon completion
- ✓ Two luncheons
- ✓ Three continental breakfasts
- ✓ Refreshments during breaks
- ✓ Networking Cocktail Reception

PAYMENT INFORMATION

Payment in U.S. dollars must accompany registration form.

Currency Converter: www.xe.com

Purchase Options:

☐ Online

Payroll.org/PLC

☐ Mail

To address below

Campaign Code* _____

Discount Amount US\$ _____

☐ Credit on Account

☐ Purchase Order #: _____ (for government agencies/universities only)

☐ Check #: _____

☐ Make check payable and mail to:

PayrollOrg

c/o Customer Service

660 North Main Avenue, Suite 100

San Antonio, TX 78205-1217 USA

Phone: +1 210 224 6406 • M–F, 7 a.m.–5 p.m. CT

Email: CustomerService@payroll.org • Visit: Payroll.org

☐ I have read and agree to the Event Policies found at Payroll.org/policies, which include a Code of Conduct and an Attendee Liability and Waiver of Claims.

If you require special services, please call Customer Service at least 21 days in advance of the event.

Have you ever:

Purchased something from the PayrollOrg (formerly APA and GPMI)? ☐ Yes ☐ No

Had a membership with the PayrollOrg (formerly APA and GPMI)? ☐ Yes ☐ No

If yes, what name was it under? _____

What was the company name? _____

For all program information go to: Payroll.org/PLC

*Dues are subject to change without notice and are nonrefundable. Membership is on an individual basis; corporate memberships are not available. An enrollment fee of US\$35 is charged to all new members. 100% of PayrollOrg membership dues are deductible as an ordinary business expense.

Last updated: 16 June 2026

EMT: 9V

For office use only:

Date: _____ Order #: _____ Batch #: _____

Group #: _____ Check #: _____ C/P: _____ Total: US\$ _____