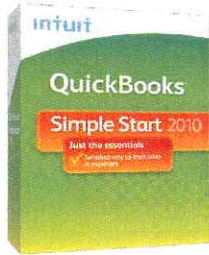




EVERYTHING YOU NEED TO KNOW ABOUT QUICKBOOKS FROM A TO Z



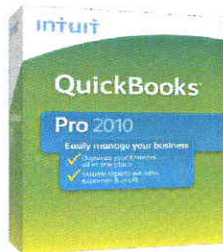
Date:
August 20th, 2010

Time:
9:00 A.M to 5:00 P.M.



Place:
R.E.J.'s Accounting and Tax Service
13740 Dix –Toledo Road
Southgate, MI 48195

Cost:\$200



Some of the Topics:

Entering and Paying Bills
Writing and Printing Checks

Creating Invoices

Receiving Payments

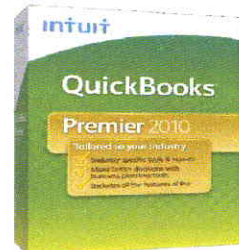
Depositing Payments

Producing Basic Financial Reports

Bank Reconciliation

Backing Up Data Files

Trouble Shooting



**Training Manuals
and Lunch Provided**



RSVP BY: August 7, 2010

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Fax: 734-284-7205

E-mail: kbuchanan@rejaccounting.com

Website: www.rejaccounting.com