

ACCA Practice Manager

ORDER FORM

Please complete and return to:

Pat Delbridge ACCA UK 29 Lincoln's Inn Fields London WC2A 3EE

Note: ACCA Practice Manager can only be sold to practices regulated by CCAB bodies.

Please use BLOCK CAPITALS throughout

SECTION A - PRACTICE/INVOICING DETAILS

Name

Address

Postcode

Telephone number

E-mail address

Contact name

Firm number

Delivery address (if different)

Postcode

SECTION B - ORDER DETAILS (ALL PRICES INCLUDE £/\$/ VAT)

| Number of users | Monthly rental £ (✓) | Purchase £ (✓) | Annual support fee £ (only applies if purchasing) |
|-----------------|---------------------------------|--------------------------------------|--|
| Stand alone | <input type="checkbox"/> 48.00 | <input type="checkbox"/> 600.00 + | 240.00 |
| 2 | <input type="checkbox"/> 60.00 | <input type="checkbox"/> 780.00 + | 312.00 |
| 3-8 | <input type="checkbox"/> 120.00 | <input type="checkbox"/> 1,800.00 + | 630.00 |
| 9-16 | <input type="checkbox"/> 240.00 | <input type="checkbox"/> 3,600.00 + | 1,260.00 |
| 17-24 | <input type="checkbox"/> 360.00 | <input type="checkbox"/> 5,400.00 + | 1,890.00 |
| Unlimited | <input type="checkbox"/> 720.00 | <input type="checkbox"/> 10,800.00 + | 3,780.00 |

TOTAL £

If you are outside the UK please quote your EC VAT Number*

*Failure to quote your EC VAT Number will result in VAT being charged on your invoice

SECTION C - NOTES

ACCA Practice Manager can only be sold in conjunction with the technical software support facility which also incorporates upgrades. For those who rent ACCA Practice Manager, the technical software support facility is included in the rental price. For those who purchase ACCA Practice Manager, an annual support fee must be paid. If you choose to rent the licence, the minimum rental period is two years and you are required to complete a rental agreement form (available from www.accaglobal.com/practicemanager).

SECTION D - PAYMENT METHODS FOR THOSE PURCHASING THE LICENCE

I enclose a cheque (made payable to CAET) for £

Please charge to my Mastercard, VISA, Switch card, Amex

Card number

Expiry date

Switch issue no / Start date

Signature

Date

SECTION E - PAYMENT METHOD FOR THOSE RENTING THE LICENCE

I wish to pay by standing order

To: The Bank Manager

Name of your bank

Address

Postcode

I (Mr, Mrs, Miss, Ms or Title)

Of (Address)

Postcode

request you to pay to Barclays Bank plc, Business Banking Scotland, Glasgow / sort code 20-33-70 / account number 90790397 for the credit of The Certified Accountants Educational Trustees Ltd for the sum of (in words)

monthly from the 15th day of

20

or immediately from receipt of this order, whichever is the later date, until further notice.

Your account number

Sort code

Signature

Date

NOTIFICATION FOR CUSTOMER'S BANK

Please quote ref PM* when transferring payment

*If you are an ACCA practice, please quote your firm number here