# Workshop for Church Treasurers: External Scrutiny of Accounts



Both members and non-members of ACAT are invited to enrol for the course to be held at:

## St. Peter's Church Meeting Room

Harpers Lane CHORLEY

# PR6 OHT

www.stpeterschurchchorley.co.uk

### Saturday 10th November 2018

9.30 am to 4.00 pm Cost including buffet lunch: £45

#### Module A:

#### **Changing Treasurers**

- What is the Treasurer's role?
- Integrity of records
- Preparing to hand over
- Problems Treasurers face

#### Module D:

#### Coping with Independent Examination

- An I.E. from the Treasurer's perspective
- From I.E. appointment to issuing
  I.E report



#### Module F:

#### How to become an I.E.

- Turning your skills & experience as a Treasurer into becoming an I.E.
- Looking through the lens of the I.E.

#### BOOKING FORM – TRAINING WORKSHOP (I.E.) St. Peter's Church, Harpers Lane, CHORLEY PR6 0HT SATURDAY 10<sup>TH</sup> NOVEMBER 2018

• **Book Online** using Paypal or credit/debit card via the ACAT website - <u>https://www.acat.uk.com/courses.html</u>

OR

• By cheque – please complete this form and post to the address below:

Name	
Address	
	Postcode
Phone Number	
Email	
Church and Denomination	
Please reserve	place(s) at the Chorley Training Workshop (I.E.) on 10 Nov 2018 @ £45 = £
	I enclose a cheque payable to ACAT for £
Name(s) delegates:	(for additional delegates, please list separately)
Delegate 2 name: CHORLEY	
Delegate 3 name: CHORLEY	
Please list any disability/mobility or dietary requirements:	
Please tell us if you are a member of ACAT: Yes No	
and if so, are you an Individual Member, ie pay annually, or a Block Member with your subscription paid for by your church body?	

#### Please send your completed form & cheque made payable to ACAT to: ACAT, 125 Coney Green Business Centre, Wingfield View, Clay Cross S45 9JW We will only use the information you give us to make your booking.

If you are unable to attend, ACAT will refund 75% of the fee for cancellations occurring more than 7 days in advance of the seminar. Within the week prior to the seminar, 50% will be refunded. Note that no fees will be refunded if cancellation occurs on the day.

# Your booking will be acknowledged by email or post and will include a detailed map and directions to the venue.