



FREE Sage Insights Registration Form
 Faxback to 0870 922 3580
 or register online at www.sageinsights05.co.uk

All delegates are required to register for Sage Insights, and book places on seminars in advance.

Delegate Details

Sage Account N°

1st Delegate Name

2nd Delegate Name

3rd Delegate Name

Company Name

Address

Postcode

Telephone Number

Fax Number

e-Mail

(To receive confirmation you must include an e-mail address)

Which Sage product(s) are you currently using?

Venue

Please confirm which venue you will be visiting.

Tues 4th October 2005,
 Old Trafford (North Gate), Manchester

Tues 11th October 2005,
 Olympia 2 Conference Centre, London

Tues 18th October 2005,
 ICC, Birmingham

Q&A Sessions

Throughout the day, we'll be holding a series of Q&A sessions about our products and services. If you have a question you'd like to ask, please write it here.

Remember, places are limited so complete your FREE registration now!

FREE Seminars

Please choose which seminars you would like to attend.

Sage Integrated Solutions

Seminar 1 – Integrated business management solutions that will improve and grow your business
 10.00am 11.15am 1.45pm 3.45pm

Accounting Solutions

Seminar 1 - Getting more from your current system today and in the future
 10.30am 2.15pm

Seminar 2 - Making your accounts simple, accessible and reliable
 11.45pm 3.15pm

Seminar 3 - Adding value to your existing Sage software
 1.00pm 4.00pm

Payroll & HR Solutions

Seminar 1 – Getting more from your current system
 10.15am 2.00pm

Seminar 2 – Making payroll easier
 11.30am

Seminar 3 – Managing your employees, added-value solutions in the Sage product range
 12.45pm 3.00pm

Bank of Scotland Seminar

Seminar – Using our business to make the most of yours
 12.30pm 2.45pm

What will happen next?

Once we have processed your registration you will be sent confirmation of your attendance via e-Mail.

Sage Insights
 the event for all **Sage Payroll** and **Accounts** users

Your invitation to a free event>
Sage Insights
 A helping hand with your business



Choose the time & venue that suits you best

- Venues**
- Tuesday 4th October 2005
Old Trafford (North Gate), Manchester
 - Tuesday 11th October 2005
Olympia 2 Conference Centre, London
 - Tuesday 18th October 2005
ICC, Birmingham

- Exhibitors**
- Sage (UK) Limited
 - Bank of Scotland
 - Albany
 - Expense World
 - Sentrio
 - Wise Software
 - Freeway Commerce
 - Timewatch
 - Chaddleworth Software
 - M S A Systems



- Regional venues on your doorstep**
- Tuesday 4th October 2005
Old Trafford (North Gate), Manchester
 - Tuesday 11th October 2005
Olympia 2 Conference Centre, London
 - Tuesday 18th October 2005
ICC, Birmingham



The big event that every **small business** should attend

Dear Sage Customer
Sage is hosting a series of free events across the country. We want to meet with you, help you get the best from your current system free of charge, and show you the future of Sage software.

If you have any questions about your Sage software, how you can use it to help improve your business, how you can integrate it into your processes, or what the next generation of software and business support looks like, then these events are for you. This is a great opportunity to meet and chat with Sage experts face-to-face. With eight free seminars, an advice clinic, Q&A sessions, technical support, demonstrations, and more than a dozen free guides, trials, reports, competitions, and templates to collect, we're absolutely certain you'll be satisfied with the day. We've designed each event to be informal, easy and convenient for you to attend, and, so you don't have to spend a full day away from work, our seminars and demonstrations are repeated throughout the day, letting you choose when and what to attend. So join us this October in Manchester, London or Birmingham, to see what we can do for you and your business. We look forward to seeing you there.

Paul Stobart
Paul Stobart
 Managing Director, Sage (UK) Limited

PS: Although the demonstrations and the event are free, the seminar places are limited, so register now to guarantee your place.

- Five easy ways to register >**
- 1 Faxback to 0870 922 3580
 - 2 Visit www.sageinsights05.co.uk
 - 3 FREEPOST to:
 Sage Insights,
 PO Box 2945,
 Coventry CV7 8WB
 - 4 Telephone 0870 787 3799
 - 5 e-Mail info@sageinsights05.co.uk

Bank of Scotland

BANK OF SCOTLAND BUSINESS BANKING

Your business is unique – as is what you want from your bank – so take a moment out of your busy schedule to consider whether your current banking arrangements give you all you need to help your business. If the answer is 'No', why not switch to a bank that supports your business every step of the way? At Bank of Scotland, we provide excellent service and products that are attractively priced and consistently delivered. We work hard to make the success of your business our business. The key to this is our relationship with you. We provide experts in Business Banking dedicated to making your banking run smoothly – so you can get on with running your business. Why not attend our seminar at the Sage Insights Event to find out more about how our Business Banking services could benefit your business. Alternatively, if you want to speak to an expert face to face, you can visit our stand and meet with our Business Banking Managers who will be on hand to discuss which account from our range would be most suitable for you. Yours faithfully

Mark Curran
Mark Curran
 Head of Relationship Management

Register now / places are limited
The big event that every **small business** should attend

Tear along dotted line

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- > Sage Advice Clinic
- > Future Developments
- > Jargon Free Tips
- > New Ways of Working
- > Reducing your Workload
- > Upgrades
- > System Advice
- > Seminars
- > New Product Demonstrations
- > Workshops
- > Internet Submissions
- > Your Finances

- > Q&A Sessions
- > Local Venues
- > Business Guides
- > Product Integration
- > Legislation
- > Year End Processing
- > Product Trials
- > Integrated Solutions
- > Onsite Technical Support
- > Interactive Area
- > Your Employees
- > Management Reports

Agenda

Choose what you want to see, when you want to see it

EVENTS	Demonstrations		Seminars		Business Management Solutions	
			Accounting Solutions	Payroll & HR Solutions		
10.00am	Registration					Sage Integrated Solutions
10.15am			Getting more from your current system	Getting more from your current system		
10.30am	Financial Forecasting	HR Advice				
10.45am						
11.00am	Making your Bank work for You	Retail			Sage Integrated Solutions	
11.15am						
11.30am	Business Intelligence	Construction	Making your accounts simple	Making payroll easier		
11.45am						
12.00pm	Line 50	Payroll v12		Managing your employees	Using our business to make the most of yours	
12.15pm						
12.30pm	ACT!	TBC				
12.45pm						
1.00pm	Manufacturing	Financial Forecasting	Adding value to your existing software			
1.15pm						
1.30pm	Training	HR Advice			Sage Integrated Solutions	
1.45pm						
2.00pm	Making your Bank work for You	Construction	Getting more from your current system	Getting more from your current system		
2.15pm						
2.30pm	ACT!	Business Intelligence			Using our business to make the most of yours	
2.45pm						
3.00pm	Retail	TBC	Making your accounts simple	Managing your employees		
3.15pm						
3.30pm	Line 50	Manufacturing			Sage Integrated Solutions	
3.45pm						
4.00pm	Payroll v12	Training	Adding value to your existing software			
4.15pm						
4.30pm						

The Sage Advice Clinic runs from 10.15am to 4.30pm

All the products

Discover how to use your current software more effectively, and integrate new Sage products into your business

- Sage Instant Accounts
- Sage Line 50 v12
- Sage Instant Payroll
- Sage Payroll (exclusive preview of version 12)
- Sage ACT! CRM software
- SageCover & SageCover Extra
- Excel Support – Powered by SageCover
- Sage HR Advice service
- Sage Health & Safety Advice service
- Sage Training
- Sage Stationery

Benefits for you and your business

- Increase your efficiency across your business
- Understand your software, and see solutions that are specific to your industry
- Help ensure your company stays lean and successful as it grows
- Gain advance knowledge of how future developments could affect your business
- Receive vital business advice and support

Benefits for you and your accounts

- How to get more from your current system
- See the latest features and benefits, save time and money, as well as making your job easier
- Find out ways to improve your processes and decrease manual errors
- Use more intelligent information to give your management decisions more weight

Benefits for you and your employees

- Maximise your current Payroll system
- Find out what's in store for Payroll Year End 2006
- See solutions for taking on more employees
- Deal with tracking benefits, sick pay and a range of other processes more efficiently
- Ensure your business is legally compliant with the huge range of legislation emerging from Employment Law, HR issues and Health & Safety

All the experts

All the information you need...

- Award winning technical advisors from Sage
- Payroll professionals on hand
- Accountancy experts
- General business advisors
- Leading advisors from the banking industry
- HR and Employment Law experts
- Experienced Health & Safety advice
- Certified Microsoft Excel support technicians
- An opportunity to network with local businesses
- Local 3rd party developers with solutions to enhance your business

FREE Seminars

Sage Integrated Solutions

Seminar 1 – Integrated business management solutions that will improve and grow your business

Accounting Solutions

Seminar 1 – Getting more from your current system today and in the future

Seminar 2 – Making your accounts simple, accessible and reliable

Seminar 3 – Adding value to your existing Sage software

Payroll & HR Solutions

Seminar 1 – Getting more from your current system

Seminar 2 – Making payroll easier

Seminar 3 – Managing your employees, added-value solutions in the Sage product range

Seminars are repeated to allow you to attend as many or as few sessions as you wish. Please book onto seminars in advance when completing the registration form to avoid disappointment.

Bank of Scotland Seminar

Seminar – Using our business to make the most of yours



All the advice

Discover what Sage Support and Business Advice can do for your business

Sage Insights is about more than just Sage software. We'll offer you free reliable advice and guidance, together with our view on how current and future legislation could impact your business.

Whether you're at the event for an hour, or the full day, we guarantee you'll take away valuable information that could develop your business, ease your workload, and help you manage your staff and budgets.

One-to-one demonstrations

You'll have the opportunity to meet our support technicians, and learn from their hands-on experience on topics such as:

- Creating, editing and revising report layouts
- Using bank records
- VAT returns
- Integrating Sage Line 50 with Microsoft Excel
- Invoicing and invoice order defaults
- Payroll Year End
- File maintenance
- Updating and using customer/supplier records
- Nominal analyser layout
- Validating VAT numbers

PLUS...

- **New Sage HR Advice.** See how easy it is to manage your employees with this constantly updated and legally compliant service.
- **New Sage Health & Safety Advice.** Make sure you're up-to-date with the latest legislation.
- **New Excel Support – Powered by SageCover.** Make Microsoft Excel work harder for you and your business with free templates and documents, and find out how cost effective having Excel support can be to a small business.
- **Sage Training.** Learn how to make the most of your software through classroom courses, self-study, e-learning and workbooks. Choose the course and the method that suits you.
- **Sage Stationery.** See the latest developments in customised stationery that helps you brand your company in the marketplace.

All in one place!

Even more reasons to come along

In addition to the quality advice and information you'll be able to access on the day, you'll also be able to enter our free prize draw, and take away a range of business support guides and product trials.

- **Free business health check** on your Sage software
- **Free independent guide** to 'HR and Employment Law in the Small Business Workplace'
- **Free independent guide** to 'Health & Safety in the Small Business Workplace'
- **Free Microsoft Excel Templates** and documents
- **Free 'Small Business Guide to CRM'**
- **Free Sage ACT! product trial**
- **Free Sage Financial Forecasting product trial**
- **Free Sage HR Advice service trial**
- **Free Sage Health & Safety service trial**

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BANK OF SCOTLAND BUSINESS BANKING

Switching your Business Bank Account to the Bank of Scotland couldn't be easier. Simply visit the Bank of Scotland Business Banking stand at the Sage Insights event and speak to our Business Banking Managers for more information about our range of Business Banking products and services.

If you open a Bank of Scotland Business Bank Account, you will automatically receive business banking free from all standard transaction charges or overdraft arrangement fees for the first year (charges will apply for special services). We'll also match the overdraft interest rate that you currently pay on your current business overdraft.

If you want to find out more about Bank of Scotland Business Banking before the big event, you can visit www.bankofscotlandbusiness.co.uk or call us on 0845 300 0268

Seminar – Using our business to make the most of yours

At the Bank of Scotland, we've had over 300 years of working with businesses of all shapes and sizes and we understand what it takes to make a small business a big success.

Our Business Banking experts are committed to making your banking run smoothly, leaving you to get on with running your business.

This presentation will help you to consider where good banking can help make your business more successful.

- Cashflow management
- Access to your banking information
- Managing your outlays
- Making the most of your investments
- Using experts to help you drive your business forward

Demonstration - Making your Bank work for You

This demonstration will show you how you can use all the banking tools available from Bank of Scotland to ensure the smooth running of your business.

We'll show you:

- How to gain real time access to information 24 hours a day using Business Internet Banking

- How to use the expertise of your Business Banking Manager to develop your business
- An example of how we can help a business to grow and develop
- Some tools which can take the pain out of growing and developing your business

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Free > Sage Insights
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