



11th Annual Kaba Solutions User Group Conference

November 3 – 5, 2010

The Westin Beach Resort
Fort Lauderdale, Florida

Please download and fill out your Registration Form.

Submit your completed form via Fax to (954)416-1721 – OR - email to arodriguez@kbm.kaba.com

Name of Attendee:

Title:

Company Name:

Address:

City, State, Zip:

Phone: **Fax:** **E-mail:**

Company Payroll System: **Kaba Product/Version:**

KSUG CONFERENCE FEE

To qualify for Early Bird pricing of \$850 this registration form and full payment must be received by Friday, September 3, 2010. Starting Saturday, September 4, 2010 the standard conference fee of \$975 will be charged for all conference registrations.

KSUG REGISTRATION PAYMENT INFORMATION:

Check: Credit Card: Note: If payment is by credit card please include the following credit card authorization form

Approval Signature: _____

AUTOTIME AND B-COMM TRAINING - SPECIAL OFFER TO KSUG ATTENDEES!

Kaba is pleased to make a special offer of free training courses before the KSUG conference. Please see the attached Kaba Training application form to apply for the class at our Miramar location.

NOTE: Class size is limited and will be reserved on a first come/first serve basis only upon receipt of full conference payment.

HOTEL INFORMATION

Until October 9, 2010 the room rate is \$149* per night for one standard room at the Westin Beach Resort. This room rate is good from Saturday, October 30, 2010 - Sunday, November 7, 2010 and is exclusive of all taxes.

*PLEASE NOTE: As of October 9, 2010 the KSUG negotiated room rate will have expired and room rates will be at the discretion of the Westin Beach Resort.

All conference attendees should register for their hotel stay directly with the Westin Beach Resort by calling 1-888-627-7108. Please reference the "Kaba KSUG Conference" when making your reservation.

Three ways to register for KSUG conference:

- E-mail: arodriguez@kbm.kaba.com
- Fax: 1.954.416.1721
- Mail to Kaba Workforce Solutions

Kaba Solutions User Group must receive your conference registration form and full payment by Friday, September 3, 2010 to qualify for the Early Bird Registration fee of \$850.00. Starting Saturday, September 4, 2010 all registration forms will be subject to a \$975.00 conference fee. By submitting the registration, the user has read and agrees to the Substitution and Cancellation Policy. Once your registration form is received, your invoice will be forwarded to you. **If paying by check, please make payable to Kaba Workforce Solutions.**

**Kaba Workforce Solutions
Attention: Alina Rodriguez
3015 N. Commerce Blvd. Miramar, Florida 33025**

Procedures: All substitutions and cancellations must be submitted via email, mail, or fax on company letterhead to arodriguez@kbm.kaba.com by deadline outlined below.
Substitutions: Substitution requests should be sent to arodriguez@kbm.kaba.com **no later than two days before the event**, for any substitutions or representatives from the same company. Penalties will not be assessed for substitutions.
Cancellations: Registration fees for cancellations received **more than 45 days prior to the event will be refunded.**
Registration fees for cancellations received **16 to 45 days prior the event will be refunded less a \$150 cancellation fee.**
Registration fees for cancellations received **less than 15 days prior the event will not be refunded**



Credit Card Authorization

Date		<p>IMPORTANT NOTICE By signing and submitting this form you authorize Kaba Workforce Solutions to debit the requested funds from the account that was provided and used for the purposes stated in the quotation or invoice.</p>	
Company Name			
Card Holder's Name			
Card Type			
Account Number			
Card Code			
Expiration Date			
Amount Authorized			
Invoice or Quotation #			
Bill to Address			
E-Mail Address			
Telephone/Fax Number			
Approved By (please print)			
Account Holder's Signature		Date Signed	

Kaba Workforce Solutions
3015 North Commerce Parkway
Miramar, Florida 33025 USA
Phone: 954.416.1720
Fax: 954.416.1721

Special offer to KSUG attendees!

KABA TRAINING

Please fill out Application Form and submit via Fax to (954)416-1721 OR- email to arodriguez@kbm.kaba.com

Name of Attendee:

Title:

Company Name:

Address:

City, State, Zip:

Phone: **Fax:** **E-mail:**

Company Payroll System: **Kaba Product/Version:**

B-COMM/PeopleSoft
 B-COMM/SAP
 AutoTime 6

Disclaimer: Please note this is an *application form* for class registration. Training space is limited and will be reserved on a first come/first serve basis upon receipt of conference payment. Thank you.

Shuttle

A shuttle from The Westin Beach Resort to the Miramar offices for the pre-conference training as well as a return to the hotel will be provided at cost of \$25 per person. The shuttle will depart the hotel at 8am. The shuttle will depart Miramar at 5pm. To reserve a spot on the shuttle, please select the box below. This space is limited and will only be reserved upon receipt of payment for the conference and shuttle costs.

Shuttle transfer to/from The Westin Beach Resort:

B-COMM Training Offering

Experience installation and configuration of B-COMM software for respective ERP systems, data movement, running and scheduling services, best practices on purging, terminal configuration and trouble shooting. This class is free for KSUG attendees	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center;">Dates</td> </tr> <tr> <td>B-COMM for PeopleSoft November 2, 2010 – 9:00 – Noon</td> </tr> <tr> <td>B-COMM for SAP November 2, 2010 – 1:00 p.m. – 4:00 p.m.</td> </tr> </table>	Dates	B-COMM for PeopleSoft November 2, 2010 – 9:00 – Noon	B-COMM for SAP November 2, 2010 – 1:00 p.m. – 4:00 p.m.
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AutoTime Training Offering

AutoTime6 class will focus on the following features and related configuration: screen profiles, Kaba Konnector, AT6 on your blackberry, Events, and XML client. This class is free for KSUG attendees	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center;">Dates</td> </tr> <tr> <td>November 2, 2010 – 9:00 a.m. – 4:30 p.m.</td> </tr> </table>	Dates	November 2, 2010 – 9:00 a.m. – 4:30 p.m.
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All classes are offered at:
Kaba Workforce Solutions
3015 N. Commerce Blvd, Miramar, Florida 33025