

*Don't Miss Out!*

# Training for New Reporting Officials

**April 23 & 24**

## **Are you a reporting official in need of training?**

**We've got an opportunity for you!** Join us at the IPERS office for a half-day training session. We'll make it fun and easy to learn! Not only that, it's FREE, and we provide refreshments!

### **What we'll cover:**

- The basics of how to submit wage reports and contributions on I-Que
- More complex issues such as determining what types of compensation are subject to IPERS contributions
- Information about your employees and the compensation paid to them
- Take-home materials that you can use for future reference
- And, we'll make sure you know where to go for answers after you leave

**Register today!** E-mail, fax, or mail the registration form below by **April 19th**. Be sure to indicate your preferred session date. We'll send you a confirmation e-mail or letter.

If you can't make it this time, watch your mail for future training opportunities.

**Questions? Call us at 1-877-473-7799 to speak with a Compliance Officer.**

**YES!** Please register me to attend the IPERS Reporting Official training session indicated below:

**Tuesday, April 23, 2019**

1-4 p.m.

**Wednesday, April 24, 2019**

9 a.m.-noon

All sessions are located at the IPERS Training Center – 7401 Register Drive, Des Moines, IA

Employer: \_\_\_\_\_ IPERS Employer ID: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_

\*Attendee: \_\_\_\_\_ Daytime phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

\*Attendee: \_\_\_\_\_ Daytime phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

**Please return by April 19th, to:**

IPERS' Employer Relations Bureau • P.O. Box 9117 • Des Moines, IA 50306-9117  
Fax: 515-281-0053 • E-mail: [employerrelations@ipers.org](mailto:employerrelations@ipers.org)

