

# SedonaOffice

The #1 Financial Software for Security Companies

## 2009 SedonaOffice Users Conference

**Hilton Marco Island Beach Resort  
Marco Island, FL  
January 21 – 23, 2009**



## **2009 SedonaOffice Users Conference**

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The #1 Financial Software for Security Companies

**We are pleased to announce the 7<sup>th</sup> annual SedonaOffice Users Conference will be held January 21 – 23, 2009 in Marco Island, Florida at the beautiful Hilton Marco Island Beach Resort.**

A multi-million dollar renovation of the Hilton Marco Island Beach Resort is now taking place and scheduled for completion in the fall of 2008. The renovation includes a new 10,000 square foot full service spa and fitness center.

### **Reserve Your Spot Today**

Make your plans now to attend the 7<sup>th</sup> annual SedonaOffice Users Conference. For the third time we will be returning to the beautiful Hilton Marco Island Beach Resort in Marco Island, Florida. The 2009 conference will be our best ever, as we have secured the entire conference facility at the hotel for our 3 day conference, so we will be able to host the most comprehensive schedule of classes and training sessions on a wide variety of topics. Whether you're new to SedonaOffice or seasoned veteran, the 2009 SedonaOffice Users Conference will be of benefit for you.

### **SedonaOffice Lab – Expanded by 400%**

Last year we introduced the SedonaOffice Lab, and it was such a huge success we have quadrupled the size of the SedonaOffice Lab for the 2009 Users Conference. The SedonaOffice Lab will be moved to the main conference area for easy access and expanded to include 12 workstations to highlight and demonstrate all the SedonaOffice application modules and add-on modules. The SedonaOffice Lab hours will also be expanded to ensure easy access and plenty of time to review and answer all your questions.

### **Business Partners Forum**

Throughout the SedonaOffice conference in conjunction with the SedonaOffice Lab, all our business partners will be displaying and demonstrating their applications and solutions. You'll be able to test drive and demonstrate their solutions and meet with the representative from each of these companies to answer all your questions.

## **Bold Technologies - Manitou Workshop**

In conjunction with the SedonaOffice Users Conference, Bold Technologies will be hosting a series of tracks on Manitou and the integration capabilities with SedonaOffice. These workshop options are included with the SedonaOffice Users Conference this year and will be held in conjunction with the SedonaOffice conference.

## **Business Partners Reception – Wednesday Night**

On Wednesday night (the first night of the conference) our business partners will be hosting a special reception complete with hors d'oeuvre and cocktails. This reception will be held beach side, weather permitting, and will begin shortly after the completion of the days scheduled events. Dinner will be on your own this evening.

## **A Night to Remember – Thursday Night**

On Thursday night SedonaOffice, along with our premier sponsor ACH Direct, will be hosting a Night to Remember. We would like to tell you our plans, but don't want to ruin the surprise for you. The Night to Remember party will include appetizers, dinner, drinks and plenty of entertainment. We promise this will be a fun night for everyone. A special thanks to ACH Direct for their support in making this a Night to Remember.

## **\$500 SedonaDollars for each Attendee\***

As a special incentive, once again, each attendee will receive \$500 in SedonaDollars for attending the conference. SedonaDollars can be used to purchase new SedonaOffice licenses, add-on modules such as SedonaDocs, SedonaWeb, SedonaFSU and other select business partner's products.

\* The Special Incentive can be used for new purchases only and does not qualify for any previously purchased products. For QuoteWerks orders you may apply \$50 for each QuoteWerks license you purchase. Complete details will be provided at the conference. SedonaDollars are not acceptable for SedonaCheck. To receive your SedonaDollars you must register by October 31, 2008.

## **Don't Delay, Sign Up Today**

To sign up for the 2009 SedonaOffice Users Conference complete the registration form and fax it back to (928) 441-9986. We are expecting a record turnout for this year's conference so don't delay, sign up today, and don't forget to make your hotel reservations now.

## **Have any Questions?**

Call April Misseri at (440) 247-5602 if you have any questions, or email April at [aprilm@sedonaoffice.com](mailto:aprilm@sedonaoffice.com).

## 2009 SedonaOffice Users Conference Agenda - Preliminary

### Wednesday, January 21, 2009

We will open the conference with a general assembly the first day. The morning session will begin with an opening presentation by Don Faybrick and Michael Marks, the co-founders of SedonaOffice, on the "State of SedonaOffice". Don and Michael will also present the future plans for SedonaOffice including new enhancements and features scheduled for release in 2009.

The morning session will continue with presentations by 4 select SedonaOffice users and how they have put the power of SedonaOffice to work to make their business more productive and efficient and how this has impacted their bottom line.

Following a poolside buffet lunch, the afternoon session will continue with our keynote speaker. This year's speaker is promised to engage the audience with a provocative and inspirational presentation. The afternoon session will continue with a series of presentation by the SedonaOffice development and support teams on what's new with SedonaOffice and ways to better use and operate SedonaOffice.

After the conference on Wednesday, there will be a special reception hosted by our business partners, complete with hors d'oeuvre and cocktails. Weather permitting this will be held on the beach.

### Thursday, January 22, 2009

Session	Track A: <i>Operations</i>	Track B: <i>General Ledger &amp; Financial Reporting</i>	Track C: <i>Central Station &amp; Client Management</i>
A	<b>Inventory Management:</b> This class will review the inventory processing with an emphasis on the new Standard Costing features.	<b>General Ledger Setup and Processing:</b> This class will review the General Ledger setup accounting rules used throughout SedonaOffice.	<b>Manitou Integration with SedonaOffice:</b> This class will review the integration feature with SedonaOffice and Manitou.
B	<b>Service Management:</b> This class will review the service process with an emphasis on the new Service Costing features to track Labor and Parts expenses real time.	<b>Deferred Revenue and other General Ledger Functionality:</b> This class will review how deferred revenue functions within SedonaOffice and other key general ledger features.	<b>Manitou and SedonaOffice – the Next Generation:</b> This will be a forum discussion with Manitou and SedonaOffice to discuss where to take the integration.
<b>Lunch</b>			
C	<b>Job Management 1:</b> This class will review the Job Management setup and processing features.	<b>General Ledger Financial Reporting:</b> This class will review the creation of simple to complex financial reports using Microsoft Excel.	<b>Collections Management:</b> This class will review the latest collection management features including the new mail merge capabilities with Microsoft Word.
D	<b>Job Management 2:</b> This class will detail the advanced job costing features including labor, parts, commissions and WIP.	<b>Financial Reporting Case Studies:</b> This class will feature the examples of 3 SedonaOffice clients and the review the financial reports they use to manage their business.	<b>Recurring Revenue Management:</b> This class will review everything you need to know about RMR, including creating new RMR, processing cancels, and RMR Tracking.

## Friday, January 23, 2009

Session	Track A: Operations	Track B: Database Structure & Reporting	Track C: Owners & President Only
A	<b>Commissions and Payroll:</b> This class will review how to use SedonaOffice to track and manage sales commissions and the integration features with the new Payroll import and export features.	<b>SedonaOffice Database Structure:</b> This class will review the SedonaOffice database structure and provide you what you need to know to access the SedonaOffice SQL database.	<b>SedonaOffice 2009 and Beyond:</b> An open discussion with Don and Michael, so you can tell us what's most important to you. This track will be limited to business owners and presidents only.
B	<b>Operations Grab Bag with Carolyn Johnson:</b> This class will be an open forum to answer any questions you have on any module or feature in SedonaOffice	<b>Using Microsoft Excel to Access the SedonaOffice Database:</b> This class will review Microsoft Excel and how to use it to access and create custom reports in SedonaOffice.	
<b>Lunch</b>			
C	<b>Open Forum with the SedonaOffice Team:</b> This final form, which will take place after lunch on Friday, is an open forum with Don, Michael and the entire SedonaOffice team. We'll answer any questions, demonstrate any feature and be available for an open discussion with the SedonaOffice users.		

The final agenda will be released prior to the conference and will be emailed to all registered attendees.

## Conference Fee

The fee for the conference is \$795 per person. If you register by October 31, 2008 you can save \$100 per person with our early bird registration.

## Hotel Reservations

**Group Code: SOU**

Hotel rooms have been reserved for SedonaOffice attendees for a special rate of \$199 per night. This special rate is available both prior to and the weekend after the conference. To book your reservations contact the hotel directly at (239) 642-2119. Hotel rooms are available now through November 30, 2008, so please make your room reservations now. Rooms are limited reserve yours today.

*We look forward to seeing you in Florida!*

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**2009 SedonaOffice  
Users Conference  
Registration Form**



**Hilton Marco Island Beach Resort - Marco Island, Florida  
January 21 – 23, 2009**

Attendee Information	Circle Your Options	
Attendee Name & Email Address	Conference Rate	Early Bird Rate Expires 10/31/2008
	\$ 795.00	\$ 695.00
	\$ 795.00	\$ 695.00
	\$ 795.00	\$ 695.00
	\$ 795.00	\$ 695.00
<b>Total Due .....</b>		<b>\$</b>

• All Early Bird Registrations payments will be processed on 11/1/2008; all other registration payments will be processed when received.

**Payment Information:** complete the Credit Card or Bank Info based on your payment selection

<b>Company Name</b>		<b>Contact Name</b>		
<b>Type of Payment:</b> <small>Circle One</small> MasterCard      Visa      American Express      Bank Draft				
<b>Credit Card Number</b>		<b>Expiration Date</b>		<b>Credit Card Info</b>
<b>Name on Credit Card</b>		<b>Security Code</b>		
<b>Bank Name and ABA Number</b>		<b>Bank Account Number</b>		<b>Bank Info</b>
<b>Billing Address</b>		<b>Authorized Signature</b>		

**Fax back your completed registration form to:  
(928) 441-9986**