



Treasurer's Webinar Series: Year End Process

- Date:** Thursday, December 6, 2018
- Time:** 16:30 – 18:00, EST (Eastern Standard Time)
- Topic:** This session will walk you through the Year End Close process, T4 and EHT Annual Return filings, and how to get ready for the Audit.
- Audience:** The target audience are Local Treasurers.
- Format:** This session will be hosted on GoToTraining as a webinar. You will be able to ask questions through the session.

Co-hosting this teleconnect are: Karen Bertrand, Region 5 Vice-President with the Local Finance Portfolio; Nina Sinopoli, Manager of Financial Planning and Analysis; Pam Blankfort from the Accounting and Finance Team; and Pennee Koczka from the Membership Education and Events Team.

- Registration:** ONA members can register for the webinar by sending an email to TREducation@ona.org, or by calling (416) 964-8833 and asking for extension 2802. Members will be required to provide their full name, ONA ID number and the name of their employer. Members should register using a personal email address or an ONA-sponsored email address if they have one, as materials and instructions on how to connect to the webinar will not be sent to an employer-sponsored email account in order to ensure that confidential information is secure.

Members will receive an email acknowledging their registration request. Registration will be on a first-come, first-served basis. ONA reserves the right to limit the number of registrations.

- Materials:** All registrants will receive an e-mail closer to the date of the webinar that will include instructions on how to join the webinar and any materials that will be used during the session. These materials, along with a recording of the session will be available in the Shared with Me folder in Filr and on the e-learning platform.

- Questions:** After registering for the webinar, members may pre-submit any questions they would like to have addressed during the presentation. These questions should be sent to TREducation@ona.org as soon as possible.