TO: UAN Users  
FROM: UAN Support  
DATE: November 30, 2015  
SUBJECT: Contents of Version 2016.1 Mailing

The UAN Version 2016.1 Update (Year End) Mailing contains the following materials:

- Version 2016.1 Install Disc  
- Contents of Version 2016.1 Mailing  
- Version 2016.1 Update Instructions  
- Version 2016.1 Overview  
- An optional Pre-addressed CD Mailer (to submit the 2015 AFR – AOS Backup, only if not submitting electronically through the UANLink Profile Login). Please do not return the Version 2016.1 install disc.

The following documents will be copied to the computer during the installation process:

- Contents of Version 2016.1 Mailing  
- Version 2016.1 Update Instructions  
- Version 2016.1 Overview  
- Housekeeping  
- 2015 Year End Best Practices  
- 2015 Year End Procedures (Version 2016.1)  
- AOS Bulletin 2011-004 (GASB 54 Reporting)  
- GASB 54 Fund Purposes  
- Steps for Emailing EFT Pay Stubs  
- 2015 UAN Support Holiday Schedule

Note: After Version 2016.1 is installed, these documents will be accessible from your desktop in:

UAN Tools ➔ Version Documentation ➔ 2016.1