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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

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