



OPEN COURSE BOOKING FORM

We wish to confirm ____ place/s on the Scotwork Negotiating Skills Open Course, scheduled on Monday to Thursday, **20 – 23 October 2008** in Malaysia.

Your Name : _____

Designation : _____

Company : _____

Address : _____

Country : _____ Postcode : _____

Telephone : _____ Fax : _____

Email : _____

Signature : _____ Company Stamp _____

Name of Participant : _____

Designation : _____ Department : _____

Name of Participant : _____

Designation : _____ Department : _____

Name of Participant : _____

Designation : _____ Department : _____

Kindly return this back to: julien.foo@scotwork.com



We are pleased to inform you that we are scheduling another Negotiating Skills Open Course on Monday to Thursday, **20 – 23 October 2008**. Below is some pertinent information about the course venue and charges.

Venue	To be advised
Venue Charge + Tutors' Travel & Expenses	SGD 1,359.00 per participant. Includes dinner on the first evening, lunch on course days, rental of meeting rooms and equipment for the duration of the course. All beverages and incidentals will be on an individual basis.
2008 Course Fee	SGD 3,995.00 per participant and must be paid within 10 days from the date of invoice. Please note the nominated seat/s are not confirmed until full payment has been received.

To register, kindly fill in the attached form and email it to: julien.foo@scotwork.com

Yours sincerely,

JULIEN FOO
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