



## OPEN COURSE BOOKING FORM

We wish to confirm \_\_\_\_ place/s on the Scotwork Negotiating Skills Open Course, scheduled on Monday to Thursday, **1 – 4 December 2008** in Singapore.

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 to [julien.foo@scotwork.com.sg](mailto:julien.foo@scotwork.com.sg)



We are pleased to inform you that we are scheduling another Negotiating Skills Open Course on Monday to Thursday, **1 – 4 Decemer 2008**. Below is some pertinent information about the course venue and charges.

Venue	To be advised
Venue Charge	<b>SGD 1,200.00 per participant.</b> Includes the first evening's dinner, 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. Scotwork (SEA) Pte Ltd can arrange for this package charge to be included into the invoice if required.
2008 Course Fee	<b>SGD 3,955.00 per participant</b> 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 return it to [julien.foo@scotwork.com.sg](mailto:julien.foo@scotwork.com.sg).

Yours sincerely,

**Julien Foo**

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