

**Reply form:** Please fax back to 759-6690 Attention to: Ms. Jasmin Runez or email [jrunez@eccp.com](mailto:jrunez@eccp.com)

## Effective Business Writing

28 February – 1 March 2017, 9am-5pm

EITSC Training Hub, 19F Philippine AxaLife Center

Sen Gil Puyat cor Tindalo St. Makati

Company Name: \_\_\_\_\_  
 Complete Address: \_\_\_\_\_  
 Company TIN: \_\_\_\_\_  
 Contact Person: \_\_\_\_\_  
 E-mail: \_\_\_\_\_ Telephone no.: \_\_\_\_\_  
 Fax no.: \_\_\_\_\_

This is to confirm attendance of the following participants:

### A. ATTENDEES

	Participant	Nickname	Title	Email
1				
2				
3				

### B. PAYMENT SCHEME

#### B.1 Seminar Fee per Participant

PHP 11,000 + 12% Vat

Seminar fees include coffee breaks, lunches, Seminar Materials and certificate of attendance.

#### B.2 Payment (check payable to EITSC)

Check for pick-up  
 Date : \_\_\_\_\_  
 Time : \_\_\_\_\_  
 Contact Person : \_\_\_\_\_  
 On the Seminar Date

In the event of no-show or confirmation cancellation, a fee shall be charged if no advice is given 3 working days prior to the seminar date.

## PREMIUM MEMBERS



#### Head Office

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