



*"To discover new seas
You have to lose sight
Of familiar shores."*



LEGAL RESOURCES CENTRE

"Prepared in Mind and Resources."

DRAFTING

COMMERCIAL CONTRACTS

in English





A TWO DAY INTENSIVE TRAINING COURSE

PROGRAMME

The following contractual drafting issues will be covered:

DAY1

- Signs of a well-drafted document.
- The language of drafting.
- Legal formalities for a binding contract.
- Structure and formation of a commercial contract.
- Commercial and legal issues affecting contract drafting.
- The importance of boilerplate clauses.

DAY2

- Pre-contractual documentation.
- Non-disclosure agreements, Heads of terms.
- An overview of cross-border contracts.
- Joint Ventures, Acquisitions, Distribution and Agency agreements.
- Troubleshooting in drafting.
- Practical exercises and case studies.

Most international commercial agreements are drafted in English, irrespective of the nationality of the contracting parties.

Drafting contracts in English is ideal for lawyers working in English as a foreign language who need to draft, explain or interpret contract clauses written in English.

During the course, delegates will look at a wide variety of commercial agreements through to practical drafting sessions.

The course is suitable for those with up to an advanced level of English but who have no lower than an intermediate level.

This course will help delegates to draft confidently and effectively in English, developing skills in drafting clearly, simply and accurately, whatever the governing law.

The course will include an abundance of practical exercises throughout, including restructuring and redrafting poorly drafted clauses.

IF you advise on, or deal with
INTERNATIONAL COMMERCIAL AGREEMENTS,
YOU CANNOT afford to miss this course.

A SUPER-INTENSIVE DRAFTING COURSE FOR LAWYERS

Who should take this course?

Working lawyers who need to understand, draft, amend and interpret commercial contracts and who do not have English as a first language.

Is the course relevant to my job?

Yes. The training will focus on the language, formalities, structure and formation of commercial contracts, as well as pre-contractual documentation and an overview of cross-border contracts including Joint Ventures, Acquisitions, Distribution and Agency Agreements.

Will the course be of practical benefit?

Yes. Practical exercises and case studies will be an integral part of your training session. The course is designed to improve your accuracy when using English in contracts as well as your drafting skills. The course will focus on your English language needs when drafting commercial contracts. It will improve your vocabulary and accuracy to give you the confidence to deal with contractual drafting issues in your working environment.

Who will teach the course?



Elahe Ghazinoori

Elahe Ghazinoori qualified as a solicitor in England and Wales. She is the founder and principal presenter of EMG Associates (UK) Limited. She has a wealth of experience in providing inspiring and engaging training sessions in the areas of corporate and commercial law and legal drafting to practitioners from the international community.

Elahe has also written a number of topical articles on a range of corporate issues in the London Chamber of Commerce and the Arab British Chamber of Commerce publications.

EMG Associates is authorised by the Solicitors Regulation Authority, UK, to provide Continuous Professional Development (CPD) Training.

What level of English do I need?

You should have at least a high intermediate to advanced level of general English to benefit from this course.

Where is the course held?

The course is held at the Legal Resources Centre, Ledra Business Centre, Engomi, Nicosia, Cyprus.

How many delegates will there be in my group?

We accept a maximum of 20 delegates to a group. Each delegate will get individual attention from the trainer.

COURSE DATES:

OPTION A:

7 November (*Monday*)

8 November (*Tuesday*)

2011

OPTION B:

10 November (*Thursday*)

11 November (*Friday*)

2011

ATTENDANCE FEE:

The cost for attending the course is **€ 425*** inclusive of all training and course materials, lunch and coffee breaks.

**The actual price of the course is € 850, (50% of which is subsidised by our course sponsors, The Bank of Cyprus).*

What is the cost of the course?

The all inclusive price of tuition and study materials is € 425.

How long is the course and when is it available?

This is a two-day intensive course, running from 9.30-17.00, with lunch and coffee breaks.

Will I get a certificate at the end of the course?

Yes. A certificate of attendance will be presented to all participants upon completion of the course.

DRAFTING COMMERCIAL AGREEMENTS IN ENGLISH

COURSE RESERVATION REQUEST

- In view of the practical nature of the course, the number of delegates will be strictly limited to 20 (twenty) for each of the Course Options A and B which are as follows:

COURSE OPTION A: Drafting Commercial Agreements in English

7 November – 8 November 2011

COURSE OPTION B: Drafting Commercial Agreements in English

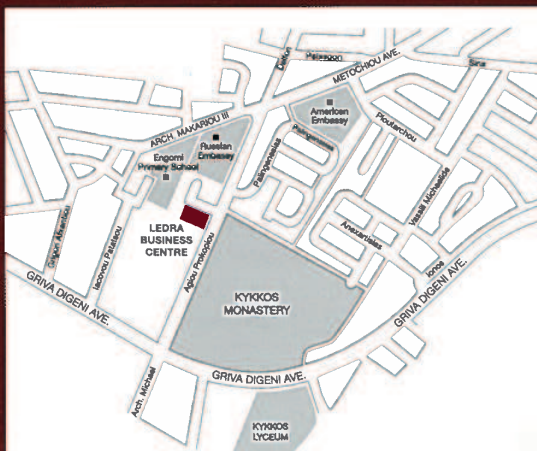
10 November – 11 November 2011

- Should you be interested in attending this course, you are kindly requested to reserve your place for one of the above options at the latest by Thursday 20 October 2011 by contacting us at:

info@legalresourcescentre.com

by stating your preferred option and providing your personal details including name, address, company name as well as full contact particulars.

- Due to the fact that participant numbers will be limited, you will subsequently be informed by us as to the availability, or otherwise, of a place for your preferred Course Option A or B.
- Subject to availability of a place, you will be provided with relevant payment details to secure your reservation for your selected course option.
- Kindly note that if the participation fee to reserve your offered place is not received by 31 October, your reservation will be re-allocated to another delegate.
- We regret that the participation fee will be non-refundable in the event that a delegate is unable to attend the course.



SPONSORED BY:

Bank of Cyprus



LEGAL RESOURCES CENTRE

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