



Fundamentals of Contract Law

Including Drafting & Vetting

Date:

Monday and Tuesday,
6th and 7th June 2011

Time:

9.00 a.m. to 5.00 p.m.

Venue:

149 Rochor Road,
#04-05,
Fu Lu Shou Complex,
Singapore 188425

**CPE :
14 Hours**

SDF FUNDING

- Course Support Period (02/09/2011 to 30/11/2011)
- Approved for all companies.
- \$2 per training per hour.
- Total SDF funding support \$28.00.

Supported by:



Events Manager:

**Focus**

The focus of the course is to introduce participants to the importance of Contract Law. It is essential for individuals who are going to be involved in dealing with Contracts who will need an inside to deal with Contractual issues. Real Contract issues are discussed and cases and the way to deal with issues common in contract and the pitfalls will also be discussed.

Objective

By the end of the course, participants would have developed the approach to deal with issues of contracts. Drafting and vetting of contracts will be taught and participants will be given practical exercises and guidelines in approaching contracts as a whole.

Facilitator**Mr. David Shanmugam**

He holds a Bachelor of Law degree from the University of London and Master of Business Administration degree from Victoria University. He has many years of experience in the private sector and he is presently working as an in house Legal Counsel for a local company.

Over the years, he has conducted legal training for the corporate sector on the various practical legal issues facing the corporate field and has lectured for many training institutions, on Business and Company Law. His main forte, is in the field of corporate and commercial drafting of contracts, including company matters.

Course Outline

How can I protect my legal interest when signing a contract?

- What terms should be agreed?
- How to negotiate difficult terms?
- Balancing risk when agreeing to certain terms.

What are the pitfalls in payment terms and what should be done?

- Should the parties pay up 20% upfront?
- What currency should be used for payment?
- Payment by way of using LC and the advantages.

What is meant by exemption liability clause?

- Definition of exemption clause.
- Legal effects of exemption clauses.
- Industry practice of using exemption clause.

What must be done if a contract is to be terminated?

- What issues to be examined before terminating a legal contract?
- Business issues to consider before termination.
- Negotiation skills needed in termination of contracts.

What post termination clause must be included when the contract is terminated and why?

- What post termination clauses must be incorporated?
- What issues will arise when post termination?
- Enforcement and methods of settlement.

How indemnity clause should be dealt with when negotiating contracts?

- What is an indemnity clause?
- Risk involved in agreeing to indemnity clause.
- What do you mean by cross indemnity?
- Solutions to handling indemnity clause.
- Insurance and its role when signing contract.
- Why is insurance critical when contracts are signed?
- What insurance policies should be taken?
- Negotiation and settlement of insurance claims.

Importance of negotiating contracts and what skills are critical.

- Arbitration and the Choice of law and settlement.
- Should law of neutral country be used?
- Is a better idea to use UK or US law in the circumstances?

How to make settlements and what issues to deal with?

- Can the matter be settled amicably?
- Must a settlement agreement be drafted and all settlement issues spelled out?
- Should an Attorney be involved in the negotiation of settlement?

What issues to balance before commencing legal action for breach of contract?

- Is bringing legal action the best method of settlement?
- What risk are involved if redress is to be obtained using litigation process?

Administrative Details

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- Time:** 9.00 a.m. - 5.00 p.m.
- Venue:** 149 Rochor Road, #04-05, Fu Lu Shou Complex, Singapore 188425
- Closing Date:** Thursday, 26th May 2011
- CPE Hour:** 14 hours

(B) Seminar Fee:

Fee	Fee Inclusive of 7% GST	Cheque made payment payable to
	\$481.50	“CCMD PTE LTD”

(C) Registration:

Please send your completed registration form by:

- Fax: 6334 4669
- Email: events@ccmdpl.com.sg
- Mail : 149 Rochor Road, #04-05 , Fu Lu Shou Complex, Singapore 188425
- Website: www.ccmdpl.com.sg
- Upon registration of seminar, there will be strictly be no refunds. Requests for cancellations and/or withdrawals will be granted unless on medical or compassionate grounds. However, replacement of participants will be allowed if written notice is given at least 3 working days prior to seminar date.

The organisers reserve their rights to change the date, time, and venue or cancels the training owing to unforeseen circumstances.

(D) Payment:

- Fee will be charged upon receipt of registration form.
- Payment must be made upon receipt of tax invoice.
- Please make cheque payable to “CCMD PTE LTD”.

For enquiries, please contact Azian or Nurul at 6337 8860.

