

# *CHECK LIST* for the `coming **Mastery Leadership Training 2006,**

Just a friendly reminder to ensure your preparation for the  
above programme

1. **Seminar Details: IMPERIAL ROOM - Level 10, Crown Princess Hotel, KL.**  
Time: **Registration/ Briefing before 8.28 am on MON. 17<sup>th</sup> April 2006**  
For Day 1 – 3: Starting from 9am - 5.30pm with team activities from 8pm – 10pm  
For Day 4 : Starting from 9am - 5.30pm  
Dates : **17<sup>th</sup> – 20<sup>th</sup> April 2006 (Mon. to Thurs.)**
2. Those who have been given **accommodation** due to early registration,  
**Check-in after 3pm on DAY 1, Check-our after 2pm on DAY 4.**
3. **Meals are** provided: Morning Tea @ 10.30am, Lunch @ 1-2.15pm, Afternoon  
Tea @ 4pm, Dinner on Day 1, 2 & 3 @ 7pm, Breakfast on Day 2, 3 & 4 from  
7am.
4. **Attire** is smart casual. Do bring along a warmer in case it may get cold for some  
of you.
5. All notes and writing instruments are provided.
6. No handphones allowed unless urgent matters...leave the phone with us for  
taking down messages.
7. Complete your **letter** to Dr. Lawrence Walter Ng as soon as possible...before 10<sup>th</sup>  
April 2006.
8. Complete your **balance/last payment** before 5<sup>th</sup> April 2006 to ensure that you get  
your early incentives such as free accommodation. Otherwise you need to pay  
RM630 for accommodation.

Please be free to contact me for any enquiries.

*Thank You*

LAWRENCE WALTER SEMINARS

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