

<b>www.editin.com</b> <i>keeps you ahead of others</i>		<b>SOFT SKILLS WORKSHOP</b>		<b>PROPOSAL FORM</b>	
We invite <b>www.editin.com</b> to conduct in-house workshop on <b>SOFT SKILLS</b> <i>as per following arrangement:</i>					
Name of Institution / Company / Organization					
Address:					
City				PIN:	
Telephones					
eMails					
Number of expected participants		Participants study / job general back ground			
Preferred Date (s) of workshop [Please mention at least 2 alternative dates]					
Name & Designation of this programme co-coordinator		el:		eMail-1	
		ell:		eMail-2	
Venue Logistics:  (Tick or describe your answer in the relevant box)		Auditorium [AC/ Non AC]		Capacity	
		Class Room		Capacity	
		Additional Hall		Capacity	
		Public address system at venue		Number of Mics Cardless Mics	
		LCD projector [Own / To be hired ]		White screen [Preferred Size 4"x6"] Pentium IV PC	
		Standby Generator / UPS availability		Whether snacks on free or paid basis could be arranged during workshop Tea time at venue	
		Venue distance from nearest Railway station		Pick-up arrangements Stay arrangements if venue is away from city	
<b>Payment Details:</b> The fee in respect of first 30 persons @ Rs. 345/- per person shall be paid as advance alongwith this proposal form while the balance amount in respect of additional participants upto 100 shall be paid one day before the date of the workshop.		Cheque / Bank Demand Draft No. _____ dated _____ for Rs. _____ favouring <b>Austin Exim Private Limited</b> , payable at Hyderabad / Chennai / Bangalore drawn on _____ Bank is enclosed.			
<b>Signature &amp; Name of nominating authority</b>		Phones: _____ eMail: _____			
<b>Courier this FORM to: editin [Austin Exim Private Limited], # 13-6-439/A/7-Satyanarayana Nagar, Behind Gudimalkapur [Jhaamsingh] Balaaji Temple, Mehdipatnam Ring-Road, HYDERABAD-500028 INDIA</b>					
<b>Visit: www.editin.com</b> <b>eMail: workshop@editin.com</b>		<b>TeleFax 040 -2352 4904 Cell: # 098489 80081 SMS: 098480 80080</b>			