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Training Course On “Effective Office Management and Filing System”

June 19 - 23 , 2010 (02:30 p.m. – 06:00 p.m.)

Course Fee : Tk. 3,000/- for DCCI Member
Tk. 3,500/- for Non-Member

REGISTRATION FORM

Sl. No.-

Date:

1. Name of Participant _____
2. Name of Organisation _____
DCCI Membership No.(if any) _____
3. Designation _____
4. Nature of Business _____
5. Academic Qualification (attach last certificate) _____
6. Working Experience (in years) _____
7. Contact Address _____
8. Tel. No. Office _____ Res. _____ Mobile _____
Fax: _____ E-mail _____
9. Cash / Pay Order / DD No. _____ dt. _____
of TK. _____ (In words _____)
in favour of “ **Dhaka Chamber of Commerce & Industry** ” is enclosed.

Date : _____ Signature of Applicant Seal & Signature of Nominating Authority

For official use only

Date:

Course Coordinator

Executive Director