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10<sup>th</sup> May, 2007

Dear Colleague,

In collaboration with The Law Society of England, SILF is organizing a Seminar on Law Office Management at 4.30 PM on 22<sup>nd</sup> May, 2007 at Hotel Intercontinental The Grand, Barakhamba Road, New Delhi. The Seminar has been specially put in place for the benefit of law firms particularly for medium and smaller firms.

Three eminent panelists from U.K. will be making presentations.

- Paul Giles, Senior Partner, Norton Rose, who will speak on knowledge management.
- Julian Cuppage, Managing Partner, Wedlake Bell, who will speak on 'managing international referral relationships'. (Wedlake Bell is a top 100 law firm in the UK which undertakes a great deal of international work from its London base).
- Vijay Sharma, senior partner, Arlington Sharmas who will speak on internal management systems for smaller law firms. (Arlington Sharmas is a boutique firm specialising in telecoms, media etc).

The Seminar will end at 6.30 PM and will be followed by High Tea.

Contd....2/-

*President's Office : 10 Hailey Road, New Delhi Ph. : 91 11 23322601 Fax : 91 11 23329273 lbhasin@vsnl.com*

*Secretary's Office & Regd. Office: S-454, G.K-II, New Delhi-110 048 Ph. : 91 11 29215477 Fax : 91 11 29219656 delhi@kochhar.com*

*Vice President's Office : Maulseri House, 7 Kapashera Estate, New Delhi-110 037 Ph. 91 11 25065000 Fax : 91 11 25063580 inbox@rnclegal.com*

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Prior registration with Mr. Sivaprasadam, Coordinator SILF, Kochhar & Co., S-454, Greater Kailash – II, New Delhi – 110 048. Ph: 011-292 15477 Fax: 011-292 19656 Email: [delhi@kochhar.com](mailto:delhi@kochhar.com)/[siva.prasadam@kochhar.com](mailto:siva.prasadam@kochhar.com) is necessary. There is no registration fee. Please register not more than three participants from your firm.

No request for participation will be entertained after 18<sup>th</sup> May, 2007.

I hope our members will avail of this unique opportunity to learn something more about the Law Office Management.

Kind regards,

LALIT BHASIN

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