



CONTRACT AND LEGAL DOCUMENT DRAFTING

COURSE OBJECTIVE

- To provide an overview of basic Anglo-American drafting technique
- To teach the skill of writing clear documents and essential contract vocabulary and phrases
- To examine the structure of commercial contracts
- To consider core clauses in commercial contracts – boilerplate clauses, indemnities, warranties, guarantees, covenants, liquidated damages and termination clauses
- To examine the important clauses in a Non-Disclosure Agreement

WHO SHOULD ATTEND?

- Anyone working, or seeking employment, as a lawyer, legal assistant, paralegal, corporate administrator, legal secretary or similar in Cyprus; or
- Anyone working in a related field (for example business, fiduciary services, banking, real estate) who wishes to enhance their general contract drafting knowledge.

COST

- Using ANAD funding – Student/Employer contribution of 245 euros and ANAD funds the remainder.
- Privately funded – Student/Employer payment of 450 euros (payable in 4 monthly instalments).

Date:

Commences on 18th November 2020
(5 weekly sessions, 6pm - 9pm)

Venue:

The Private Institute of Law,
6A and 6B Nikkou Pattichi
Street, Limassol

Awarding Body:

The British Legal Centre, UK

Language of Instruction:

English

Course Tutor:

Alexandra Elliott Makedona
LLB, LL.M, PhD, Solicitor

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