



The Institute of Cost & Works Accountants of India
Bangalore Chapter

No. 81, Mallikarjuna Temple Street, Basavanagudi, Bangalore-560 004

Phone : 60 70 82

Ref : No. BCCA/03-08/2000

Date : 26.6.2000

Shri. M. S. Venugopal

Dear Sir/Madam.

Sub : Engagement of Faculties for ICWAI Coaching Classes.

We have pleasure in engaging your services as a Faculty to handle the following Coaching Class, commencing from 10th July 2000 leading to the ICWAI Examination.

1. COURSE AND GROUP/STAGE	:	FOUNDATION 'A' section
2. SUBJECT	:	COMMERCIAL LAW
3. PREMISES AT WHICH CLASSES ARE HELD	:	CHAPTER PREMISES
4. CLASS TIMINGS	:	7 AM TO 9 AM
5. TOTAL LECTURE DAYS ALLOTTED	:	14 DAYS

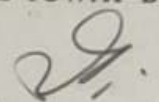
The Synopsis (available in the Office) gives full details of the topics to be covered and the allotted time. The topics are to be covered in the same sequence as given in the synopsis and within the time frame to facilitate setting up of common question papers for Eligibility Test.

A copy of the detailed Time Table will be made available to you separately. The classes should be engaged as per the timings and date indicated in the calendar/time-table. Punctuality is essential to maintain discipline and for coverage of topics as per synopsis.

The remuneration will be Rs. 175/- per lecture of 2 (two) hours duration, which is inclusive of all expenses. Any shortfall in the duration of lecture by more than 15 minutes will be taken into account while calculating the payment. Based on the Progress Sheet filled up by the faculties and the attendance of students, payment will be made on monthly basis by the 5th of the following month.

Kindly convey your acceptance of this offer ~~on or before~~ immediately If no reply is received by that date, we will proceed further to make alternative arrangement.

Thanking you,
Yours faithfully,
For THE ICWAI-BANGALORE CHAPTER,


(N. RAMASKANDA)
CHAIRMAN-COACHING.