



CERTIFICATE COURSE INTRODUCTORY SEMINAR



24th January, 2012
BIRMINGHAM

PLEASE BOOK ONLINE AT
www.abfa.org.uk/publicdb/select_event.asp

COURSE DETAILS

LOCATION

The course will be held at the offices of Squire, Sanders & Dempsey Solicitors, Rutland House, 148 Edmund Street, Birmingham, B3 2JR

Tel: 0121 222 3000

Full details and directions will be sent to delegates on receipt of booking.

Registration will be at 9.30am for a 10am start and will close at 4.30pm.

DURATION 1 day

COST

£175 Members
(This includes course material and refreshments.)

MAXIMUM NUMBER

20

DRESS CODE

Smart casual

WHO SHOULD ATTEND?

This one-day course is aimed at students who are studying for the Certificate course. The course will aim to assist delegates in preparing for the first two sections of the Certificate Workbook. The course has been designed as a result of feedback from delegates and line managers. Delegates attending should be studying for the ABFA Certificate course.

It is important that Delegates attending have read Sections 1&2 of the Certificate Workbook before attending the course.

WHAT STUDENTS WILL LEARN

The course is designed to be an informal chance to gain some additional knowledge as well as chat through areas that may be of difficulty to students. Please note that the final section of the workbook (Legal Aspects) will not be covered, as we offer this as a separate course prior to the third Assignment.

COURSE CONTENT

The topics to be covered will include:

Delegates are invited to bring questions relating to Modules 1&2 along to the course.

The topics to be covered include:
History of Invoice Finance Products,
International Marketing and Sales, Audit and Survey and Client Management Risk Terminations.

GUEST SPEAKER

Judy Lynex

Judy has worked in the Invoice Financing industry for ten years following which she completed her MBA and became a lecturer and technical author and now runs her own Training Consultancy business. She currently acts as a coach for all ABFA Diploma students, as well as providing in-house training for Certificate Course students.

“ Brilliant and extremely informative day!! Great atmosphere.”

“ It was great preparation for the exam and essays ahead.”

“ Really enjoyed it. Picked up some great revision tips and how to prize out information from the booklet.”

CANCELLATION POLICY FOR DAY COURSES

- Any changes or cancellations to bookings must be made in writing (email is acceptable).
- All cancellations must be received at the ABFA 45 working days before the start of the Course to qualify for a full refund.
- Written cancellations 30 working days before the start of the Course will be subject to a 50% refund.
- No refund is possible for any cancellations made after 30 working days from the start of the Course.
- We are happy to welcome a substitute delegate at any time.



The ABFA, 3rd Floor,
20 Hill Rise, Richmond,
Surrey TW10 6UA

Tel: 020 8332 9955
Fax: 020 8332 2585
www.abfa.org.uk