

Satellite Training Center Banjarmasin

Jl. A. Yani Km. 16.4 Banjarmasin 70235
South Kalimantan - INDONESIA
Phone: +62-511-6747991 (Hunting)
Fax: +62-511-6747990

Invitation Letter

No. : 01 / VII / 2017

Date : July 18, 2017

To : All Participants

From : Training & Development Supervisor

Cc : General Manager, General Operation Manager, Branch Manager, Human Resources
Manager, Manager Service, Department Head, TC Cileungsi, STC Banjarmasin

We confirm invitation for :

NO	BRANCH	NAME	SN
1	Banjarmasin	REZEKI ADI	3786
2	Banjarmasin	DENNY SRIWIYANTO	9243
3	Batu Licin	NOR IPANSYAH	3073
4	Batu Licin	JOKO SUSANTO	4758
5	Pontianak	ARIS SUGIANTO	4621
6	Pontianak	YUDI RAMADHANI	11922
7	Tanjung	SUPRIYANTO KABUL	3332
8	Pangkalan Bun	BAMBANG MARCONES	12619

To Attend:

Course Title : Management Knowledge

Schedule : 26 - 27 July 2017

Time : 08.00 - 17.00 Wita

Location : Meeting Room 2A - Area Office Banjarmasin

Jl. A. Yani Km.16 Banjarmasin 70235, Kalimantan Selatan

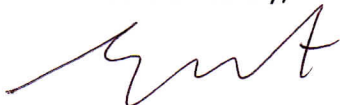
Following the above confirmation, please find below additional information for your reference:

- Participant from outside Banjarmasin are required to stay at:

“Fave Hotel”
Jl. A.Yani Km.2 No 35 Banjarmasin
Phone (0511) 6742 777

- Check in on 25 July 2017
- Check out on 28 July 2017
- Hotel will provide :
 - Breakfast (exclude mini bar & drug store)
 - Daily laundry Max. 5 Pcs / day (1 Set)
 - Transportation from the hotel to the office and back to hotel.
Therefore, we need you to stand by at the hotel lobby at 07.15 Wita to be picked up by car.
- Other expenses not covered under company GL, will charge to Personal Account.
- Coffee breaks and lunch are included during the training session.
- **Dress code during the training session is formal shirt (No Jeans).**

Yours sincerely,



Sunarto

Training & Development Supervisor