

**Satellite Training Center Balikpapan**

Jl. Jend Sudirman No. 848  
Balikpapan 76114 Kalimantan Timur  
Tel. (62-542) 762 810  
[www.trakindo.co.id](http://www.trakindo.co.id)

## Seat Confirmation Letter

Date : December 27, 2018

No. : 001/T&D NorthKal/XII/2018/6020B  
To : 6020B HMS Product Service Training Participants  
From : STC Head HO Northern  
Cc : General Operation Manager, Branch Manager, Departement Head, Human Resources Developmet.

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**We confirm seat for:**

No	Name	SN	Branch	Position
1	Faisal Ripai	00015112	Gunung Bayan	Senior Technician
2	Ony Radesa	00027396	Gunung Bayan	Technician
3	Rian Rori Mangalik	00030361	Gunung Bayan	Technician
4	Putra Tri Joko Leksono	00015808	Samarinda	Senior Technician
5	Martin Ricardo Sidabutar	00021462	Samarinda	Senior Technician
6	Deni Repiando	00021470	Samarinda	Technician
7	Darmin Asmo	00003674	Samarinda	Master Technician
8	Dwi Purwanto	00022860	EMP	Technician
9	Yusuf Nur Rochmat	00032337	EMP	Technician

**To Attend:**

**Course Title** : 6020B HMS Product Service Training  
**Time** : 08.00 – 17.00 Wita  
**Schedule** : 7-11 January 2019  
**Location** : Satellite Training Center Balikpapan  
Jl. Jendral Sudirman No. 848  
**Phone** : +62 542 762810

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

- Participant from outside Balikpapan are required to stay at:

**Hotel Fave**  
**Jl. M.T. Haryono No. 78**  
**Balikpapan 76114**  
**+62 542 7585888, 7585999**

- Check in : 6 January 2019
- Check out : 12 January 2019

- Participants have to check in at hotel a day prior training commencement and check out a day after training completed.
- Hotel will provide breakfast, dinner (Rp.130.000,-/Gross/Person/Day), Transportation and daily laundry (5 pieces/day/person) for all participants during the training, under company GL.
- Other expenses not covered under company GL, will charge to Personal Account.
- Coffee break and lunch are included during the training session.
- **Dress code during the training session is formal shirt (No Jeans).**

Yours sincerely,



Agus Hermanto  
STC Head HO Northern