

Satellite Training Center Balikpapan

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

Seat Confirmation Letter

Date : November 11, 2019

No. : 084/T&D NorthKal/XI/2019/ECE
To : Excellent Customer Experience Training Participants
From : Learning & Development Senior Supervisor
Cc : General Operation Manager, Branch Manager, Departement Head, Human Resources Developmet.

We confirm seat for:

No	Name	SN	Branch	Position
1	Syaiful Anwar	00014788	Gunung Bayan	Technician
2	Rian Rori Mangalik	00030361	Gunung Bayan	Senior Technician
3	Deni Putra	00017398	Samarinda	Senior Technician
4	Sri Indradi	00004037	Samarinda	Senior Technician
5	Sumardi	00004567	Samarinda	Senior Technician
6	Nuzul Fachri	00024834	Sangatta	Technician
7	Zaenal Abidin Warsi	00009912	Sangatta	Senior Technician
8	Mukhtar Akhmad	00014828	Sangatta	Technician
9	Yudi Prasetyo	00008249	Separi	Senior Technician
10	Arba'I Cahyadi	00013272	Separi	Senior Technician
11	Yachya	00024608	Separi	Technician

To Attend:

Course Title : Excellent Customer Experience Training
Time : 08.00 – 17.00 Wita
Schedule : 18-22 November 2019
Location : PT Trakindo Utama - STC Samarinda
Jl. Cipto Mangunkusumo - Loajanan
Phone : +62 541 260269

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

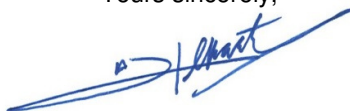
- Participant from outside Samarinda are required to stay at:

Hotel Harris
Jl Untung Surapati No.35 Karang Asam Ulu Sungai Kunjang
Samarinda 75243
+62 541 4112700

- Check in : 17 November 2019
- Check out : 23 November 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 {1 shirt, 1 pant, 1 underwear, 1undershirt, 1 pair of shocks}) 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.

Yours sincerely,



Agus Hermanto
Learning & Development Senior Supervisor