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Course Title	Date	Time	Price (ex VAT)
<b>Directors Duties for IOM companies</b>	<b>TBC</b>	<b>12.00-13.00</b>	<b>£50.00</b>
<b>Company Secretary Duties for IOM companies</b>	<b>TBC</b>	<b>12.00-13.00</b>	<b>£50.00</b>
<b>How to write effective board minutes</b>	<b>TBC</b>	<b>12.00-13.00</b>	<b>£50.00</b>
<b>Corporate Governance for IOM companies</b>	<b>TBC</b>	<b>12.00-13.00</b>	<b>£50.00</b>

**LUNCH INCLUDED**



**Peter Brumby**  
**FCCA**

Peter Brumby has been delivering both academic and professional development courses with MPES since 2004.

Peter combines his MPES lecturing role with that of a consultant to Regulated Businesses in the Isle of Man as a Money Laundering Reporting Officer and Compliance Professional.

“Brilliant course - great to refer to”

“Excellent”

“Would recommend”

“Very helpful and easy to understand”

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For more details contact MPES on 668101  
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<b>Attendee Details</b>		<b>Company Details (If company sponsoring)</b>	
<b>Mr/Mrs/Ms/Miss (Other)</b>		<b>Company Name</b>	
<b>Name</b>		<b>Name of Contact</b>	
<b>Address</b>		<b>Company Address</b>	
<b>Daytime Tel No.</b>			
<b>Mobile No.</b>		<b>Contact Work Tel No</b>	
<b>Personal E-mail Address</b>		<b>Contact email</b>	
<b>Work E-mail Address</b>		<b><u>AUTHORISATION</u> Signature Position in Company</b>	

<b>Name of Course(s)</b>	<b>Date of Course(s)</b>

**Please return this form to:**

Manx Professional & Educational  
Services Limited  
41-45 Duke Street  
Douglas, Isle of Man, IM1 2AU

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enquiries@mpes.co.uk

**OR fax it to**  
(01624) 668108