



WORTHINGTON  
& ASSOCIATES LTD.

# ONE DAY

# COURSE

SEMINAR materials written by procurement law expert ROBERT C. WORTHINGTON, LLB

## Secrets of Contract Law

A full day of instruction focusing upon the basic rules and laws of contract, including:

- Essential elements of a contract
- Verbal, fax & e-mail contracting
- Common problems in contract formation
- Purchase orders and other form contracts
- Breach of contract - rights and remedies
- Enforcing your contractual rights
- Improving your rights and remedies
- Tips, tricks and checklists for contracting
- Problems in performance
- Managing Contractors
- Contracting with U.S. Suppliers
- Change Orders and amending the contract

**WHO SHOULD ATTEND:** Private and public sector purchasers and managers; vendors and contractors who supply goods and services; anyone who hires or manages service contractors and suppliers for their organization; bidders and sub-trade contractors; and anyone who wants to learn more about how to make exceptional, enforceable contracts. The course has proven to be of particular interest to people working in the following fields:

- Airports, Airlines and Aerospace Engineering
- Educational Institutions; Universities, Colleges, School Boards
- Federal & Provincial Governments, Crown Corporations, Municipalities and Districts
- Forest Industry, Pulp and Paper
- Manufacturing & Distribution
- Medical Care Facilities, Hospitals & Health Authorities
- Mining, Minerals & Chemicals
- Oil and Gas
- Power & Public Utilities
- Telecommunications
- Private Business & Services
- Purchasing & Professional Associations

**TESTIMONIALS:** A five star course - right across the board! Excellent course, very relevant and extremely well presented. This course is practical and very applicable to my job description. This seminar is a *must* for every contracting professional! A real eye opener! Excellent!

## SEMINAR

### LICENSES

Licenses are now available to allow your qualified personnel to teach this seminar to your team!

### LOCATION

Your Office, Your City

### FEES

- Fees are based on a flat rate + additional registrants + expenses + taxes
- We can custom-design the course presentation based on your company's contract documents.

### BOOKINGS

- For a custom seminar proposal and price quote, call today!

EML rcworthington@shaw.ca  
TEL 250-580-6044

All participants receive a detailed set of seminar materials to use as a reference.



## ROBERT C. WORTHINGTON, LLB

An award-winning lecturer in law, Robert C. Worthington, LLB, has taught purchasers and contract managers throughout Canada for over 30 years, specializing in the laws of contract, competitive bidding, and procurement. He has written three books on contract and procurement law, designed especially for contracting and procurement professionals. His fourth book, on *Negotiation*, helps you to negotiate better contracts. Robert's books and law courses are entertaining as well as informative. For more information, please visit his website at [www.purchasinglaw.com](http://www.purchasinglaw.com).