

16 October 2007

Dear Colleague,

Regional Training Conference - 1 December 2007

Please find enclosed information and an application form for The Duke of Edinburgh's Award, East region – Regional Training Conference.

Saturday 1 December 2007

Harben House
Tickford Street
Newport Pagnell
Milton Keynes
MK16 9EY

10:00 – 16:30

Conference fee - £25.00 (including lunch and refreshments)

Please complete the enclosed application form and workshop reply form and return together with the conference fee as soon as possible.

Please display the enclosed flyer on your notice boards etc.

Workshop places are allocated on a first come first serve basis.

Full joining instructions and papers will be forwarded at a later date.

I look forward to working with you on 1 December.

Yours sincerely,



Anne Newcombe
Award Director - East

Encl. Flyer
Application Form
Workshop information and reply slip