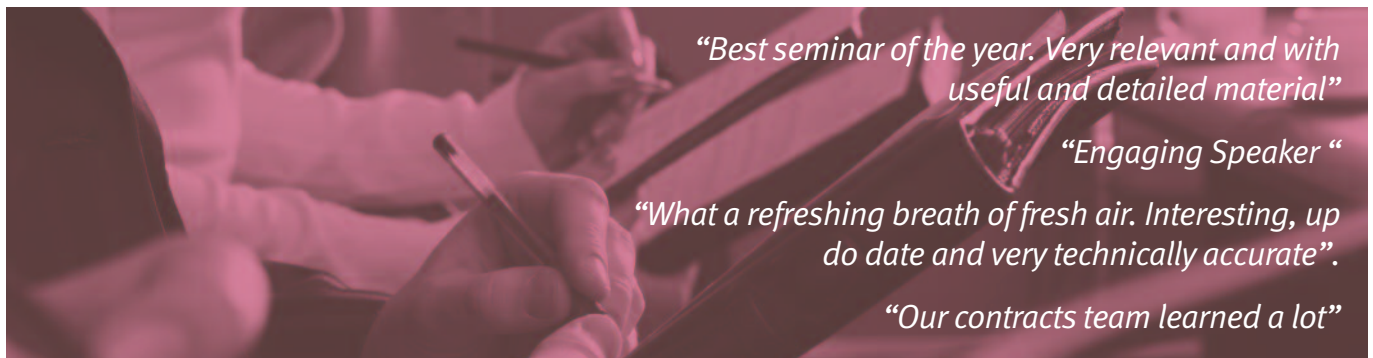




# In-Company Training

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Essential training for managers and lawyers by one of the UK's best known legal speakers.

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- 8 Contract Law: Mastering the Foundations – Contract basics; Warranties and indemnities; Limitation of liability; Termination; Intellectual property and confidentiality; Boilerplate clauses

- 9 Public Course The Ultimate Commercial Legal Update 2009 (In-house option available)

### Booking details

Other topics are available on subjects such as: Freedom of Information Act, Work/Life Balance, Drafting of Contracts, Commercial Law Update. We also often provide in-house CPD training at law firms around the UK.

### Singlelaw Conferences' previous delegates of 2008/09 include representatives from:

Aberdeen University, E.on, EDF, Easy Jet, The Tote, O2, National Lottery, Harvey Nichols, PepsiCo, British Gas and many leading law firms

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## Speaker biographical details



**Susan Singleton:** Admitted 1985

**Nabarro Nathanson:** Trainee 1983 – 1985

**Slaughter and May:** 1985 – 1988

**Bristows:** 1988 – 1994

**1994 to Date:** Runs own commercial law firm – Singletons

**SUSAN SINGLETON** is a solicitor with her own London firm, Singletons which specialises in competition law, intellectual property law, IT/ecommerce and general commercial law. Articled at Nabarro Nathanson, she joined Slaughter and May's EC/Competition Law Department on qualifying in 1985, moving to Bristows in March 1988, where she remained until founding her own firm in 1994. Since then she had advised over 600 clients. According to the Chambers and Partners Legal Directory she is one of the UK's leading Lawyers. In 2002 she acted for the claimant in the first damages action for breach of the EU competition rules to come before the English courts *Arkin v Borchard and Others*. Her clients range from major plcs and institutions to small start up businesses.

She is author of over 30 law books on topics such as internet and ecommerce law, competition law, commercial

agency law, data protection legislation and intellectual property and writes legal articles monthly for Consumer Law Today, IT Law Today as well as regularly for Solicitors Journal, Purchasing and Supply Law Briefing and other publications. She speaks at about 50 conference a year in the UK and abroad and in the last six months has given 1-2 day training courses in Iran, Austria, Germany and Holland in areas such as contract law, data protection and intellectual property, competition and commercial law fields, both in the UK and abroad. She is Vice Chairman of the Competition Law Association, is a member of the Licensing Executives Society (EC/Laws Committee) and serves on the Contracts Group of the Chartered Institute of Purchasing and Supply (CIPS).

Since September 2005 Susan has sat as an independent member on the Direct Marketing Authority. She has five children and lives in London.

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# 1 Data Protection Law Update

3

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Never have data protection issues been so to the fore as in 2009, from disclosure of MPs' expenses data to loss of a CD with the entire child benefit database by HMRC. The Criminal Justice and Public Order Act 2008 made important changes to the legislation with tough new powers to fine given to the Information Commissioner.

- › Learn how to minimise the risk of falling foul of data protection law.
- › Be updated on the latest legislation and developments so you can stay ahead of the game.
- › Reduce risk and maximise reward from data handling.

This course provides an overview and update of the very latest developments in data protection and also ecommerce/internet law. It covers:

- › Data Protection Act 1998 – update and reminder
- › Criminal Justice and Public Order Act 2008 – risks, penalties and compliance
- › Best practice standards for data protection
- › Privacy policies for web sites
- › Exclusions and exceptions to data protection law
- › Latest ecommerce law developments including impact on viral and buzz marketing of the consumer protection from Unfair Marketing Regulations 2008 (2008/1277)

**There will also be ample opportunity to ask questions and discuss issues.**

## SPEAKER

### SUSAN SINGLETON, SOLICITOR, SINGLETONS

**Susan Singleton** is a well known commercial and competition lawyer running her own practice, Singletons Solicitors. Author of 30 books she is a frequent speaker and contributor to publications in this field and is author of *Tolley's Data Protection Handbook (4th 2006)*. She is also editor of *Business the Internet and the Law*, a looseleaf work and contributor to *E-Contracts* looseleaf of precedents.

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# 2 Intellectual Property Update

3

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## Full update and reminder on intellectual property law including:

- › Latest copyright cases
- › Patent Law update. Latest IPO guidance on software patenting
- › Trade mark case law update including eBay 2009
- › Practical advice on what to include in contracts:
  - Intellectual property rights in commissioned works
  - Background and foreground technology
  - Intellectual property indemnities
- › Most common IP mistakes and how to avoid them
- › Intellectual property management and exploitation
- › EU competition rules and IP agreements – EU technology transfer block exemption regulation
- › When is refusal to license IP rights an abuse of a dominant position? The microsoft, IMS and related cases – uses and abuses of competition law

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## SPEAKER: SUSAN SINGLETON, SOLICITOR, SINGLETONS

**Susan Singleton** is a well known commercial and competition lawyer running her own practice, Singletons Solicitors. Author of 30 books she is a frequent speaker and contributor to publications in the intellectual property field. She sits on the EC Laws Committee of the Licensing Executives Society and is Vice Chairman of the Competition Law Association. Susan regularly drafts intellectual property agreements for clients and litigates IP rights.

**SAVE 10%** See booking details

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## 3 Contract Law Update



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**An update for purchasing managers and those needing a reminder of contract law issues including:**

- › Letters of intent and heads of agreement
- › “Battle of the forms” – ensuring your terms apply
- › Impact of sap/electronic contracting on standard terms and incorporation into the contract
- › Biggest contract mistakes and how to avoid them
- › Limitation and exclusion of liability – current trends and best practice
- › Warranties and indemnities
- › Latest case law
- › Entire agreement clauses
- › Dispute resolution – choice of law and jurisdiction including on the Rome II Regulation (non contractual choice of law issues in tort etc)
- › Includes case study exercise for delegates.

**SPEAKER: SUSAN SINGLETON, SOLICITOR, SINGLETONS**

**Susan Singleton** is a well known commercial lawyer running her own practice, Singletons Solicitors. Author of 30 books she is a frequent speaker on contract law matters and contributor to publications. She has worked with some of the UK’s biggest companies on contract law providing training to in-house purchasing and contract managements departments. She sits on the Contracts group of CIPS and spends much of her time advising on and litigating contract matters.

In 2008 she gave in company contracts training in Iran, Germany, Austria and the Netherlands.



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## 4 Competition Law Update



Claim your CPD Points before the October deadline **3 CPD HOURS**



### Full update and reminder on EU and UK competition law including:

- › Latest competition cases
- › Abuse of dominant position – the INTEL (2009) and Microsoft cases and others
- › Agreements and restrictions including the new vertical agreements and motor vehicle distribution block exemptions
- › Competitor contact and information exchanges – what is allowed
- › New OFT £100,000 rewards for informants of cartels
- › Compliance and privilege – documents after Akzo
- › How to ensure staff do not breach the competition rules
- › Parallel imports and the competition rules
- › Internet selling and territorial restrictions
- › Restrictions in contracts – the danger areas
- › Risks and rewards – using competition law as a tool including actions for damages by victims

### SPEAKER: SUSAN SINGLETON, SOLICITOR, SINGLETONS

**Susan Singleton** is a well known commercial and competition lawyer running her own practice, Singletons Solicitors. Author of 30 books she is a frequent speaker and contributor to publications in the competition law field and is editor of *Kluwer's Comparative Law of Monopolies*. Her books including the *Competition Act 1998* and the *ICSA Guide to Competition Law (2008)*. She brought the first damages action for breach of the EU competition rules to reach a full trial. She is Vice Chairman of the Competition Law Association.

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# 5 Agency and Distribution Agreements

3

Claim your CPD Points before the October deadline CPD HOURS



The agency and distribution agreements are core commercial documents for many companies. This practical half-day course tells you how to ensure your contracts best protect your interests and how to avoid the worst pitfalls and traps with such agreements. The course includes:

- › Commercial agency agreements – commercial terms and how to draft to gain maximum value
- › The commercial agents (Council directive) Regulations 1993 – latest case law – compensation rights for agents
- › Distribution agreements – clauses and drafting, areas to watch

- › EU Competition Law and distribution arrangements including implications of the new distribution and vertical agreements block exemptions
- › EU rules on free movement of goods in the single EU market – export and import bans and competition law
- › Internet selling and the new EU guidance
- › PRACTICAL EXERCISE – delegates will be given a case study to consider in groups.

**There will also be ample opportunity to ask questions and discuss issues.**

## SPEAKER: SUSAN SINGLETON, SOLICITOR, SINGLETONS

**Susan Singleton** is a well known commercial and competition lawyer running her own practice, Singletons Solicitors. Author of 30 books she is a frequent speaker and contributor to publications in the competition law field and is editor of *Kluwer's Comparative Law of Monopolies*. Her books including the *Competition Act 1998* and the *ICSA Guide to Competition Law (2008)*. She brought the first damages action for breach of the EU competition rules to reach a full trial. She has handled hundreds of cases under the Commercial Agents (Council Directive) Regulations 1993 and wrote the book *Commercial Agency Agreements – Law and Practice* (Tottel/BLOOMSBURY publishing 2nd ed 2005).

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# 6 Intellectual Property and Competition Law

3

CPD HOURS

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Intellectual property rights – patents, copyright, designs and trade marks give valuable monopolies to rights owners. However they need to be used with caution. This half-day course will give you the tools you need to draft effective and valid intellectual property licences which comply with EU and UK competition law and will help you through the maze of anti-trust rules in the EU. The course covers:

- › What are the competition rules and when they apply
- › Restrictive agreements and Article 81 (Treaty of Rome)
- › Competition Act 1998 and Enterprise Act 2002
- › Exports and imports in the EU – the free movement of goods rules and parallel imports

- › EU regulations on licensing technology – the technology transfer regulation and intellectual property guidelines of the EU commission
- › What conduct is lawful and what falls foul of the law
- › Abuse of a dominant position and intellectual property – when is refusal to license a breach of the rules?
- › Best practice
- › Risks and rewards – fines, dawn raids, compliance programmes, void clauses, damages actions under the 2008 EU white paper

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# 7 New Unfair Trading Regulations

Claim your CPD Points before the October deadline

**3**  
CPD HOURS



## Consumer Protection from Unfair Trading Regulations 2008 Business Protection from Misleading Marketing Regulations 2008

May last year saw the introduction of the Unfair Trading Regulations and major changes to the laws that affect advertising and marketing. This half-day CPD approved course will provide you with answers to key questions such as :

- > What are the main rules?
- > What do they mean for your business?

- > How will your advertisements be affected?
- > What will your sales staff be able to say?
- > How the regulations are enforced and what are the potential fines and jail sentences

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### SPEAKER: SUSAN SINGLETON, SOLICITOR, SINGLETONS

**Susan Singleton** is a well known commercial and competition lawyer running her own practice, Singletons solicitors. Author of 30 books she is a frequent speaker in the consumer law field and MONTHLY contributor to consumer law today and other publications and is contributor the legal network TV DVD on the regulations. She has been writing and advising on the regulations since their origins as a draft EU directive. She sits as an independent member of the Board of the Direct Marketing Commission.

- Prohibition on unfair trading practices
- Misleading practices
- Aggressive practices
- Protection for vulnerable consumers, marketing to children and the like
- List of prohibited practices which are unfair – fake free offers, bait advertising, inertia selling etc
- Practical guidance to avoid breach of the law
- Repeal of principal provisions of legislation as diverse as major parts of the Trade Descriptions Act 1968, Consumer Protection 1987, Control of Misleading Advertisements Regulations 1988 and the Fraudulent Mediums Act 1951
- Penalties for infringement

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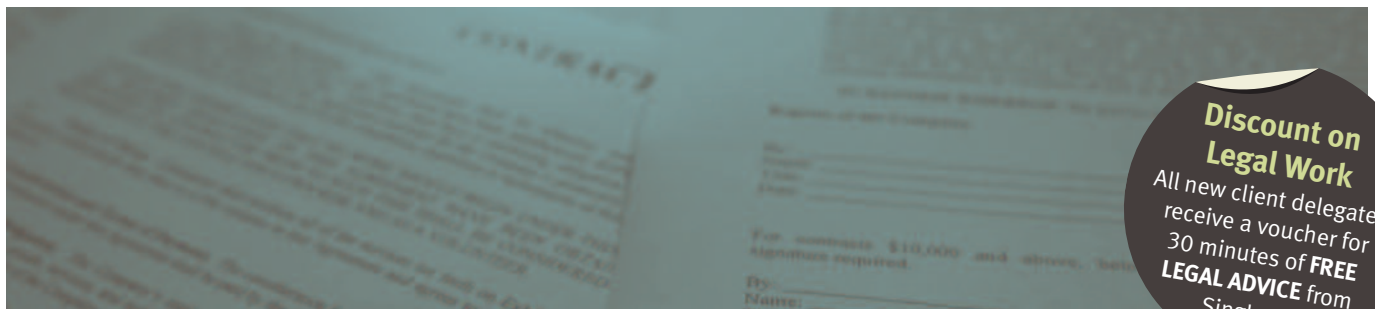


# 8 Contract Law: Mastering the Foundations

18

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This series of six half day courses provides essential training to contract and purchasing managers, directors, company secretaries and all those involved with contracts needing an update or a grounding in the legal fundamentals.

The course aims to ensure delegates understand fully the contracts they deal with on a regular basis and divides the training into sessions on topics such as contract formation, warranties and indemnities, liability, intellectual property, exclusion of liability and boilerplate clauses.

The course should ensure that those involved with contracts are better aware of the legal danger areas, do not fall into contract pitfalls and have a better understanding of when they need to obtain legal advice. The six sessions are structured as follows:

- › 90 mins lecture
- › Coffee break
- › 90 mins practical workshop where delegates examine a case study and then discuss it in groups and have in put from the speaker.

The series of 6 half-day training sessions:

- 1 Contract basics – formation of contracts, letters of intent, heads of agreement, managing tenders**
- 2 Warranties and indemnities – clauses and drafting, best practice**
- 3 Limitation of liability – unfair terms law, how to cap and limit liability successfully, tips and hints; force majeure**
- 4 Termination, managing contract disputes, dispute resolution, escalation, termination on notice and for cause**
- 5 Intellectual property and confidentiality – copyright, software, ownership issues, patents, trade marks and designs; non disclosure agreements. Freedom of information act.**
- 6 Boilerplate clauses – entire agreement, choice of law and jurisdiction, waiver, severance**

## SPEAKER: SUSAN SINGLETON, SOLICITOR, SINGLETONS

**Susan Singleton** is a well known commercial and competition lawyer running her own practice, Singletons Solicitors. Author of 30 books she is a frequent speaker and contributor to publications in the intellectual property field. She serves on the Contracts Group of the Chartered Institute of Purchasing and Supply and is an independent member of the Direct Marketing Commission. She has provided contracts training for many years for a range of clients from leading plcs to small businesses and regularly advises purchasing and contracts managers and in house lawyers on contract law issues.

In 2009 she spoke on contracts law extensively in the UK and also in Iran, Austria, Germany and the Netherlands.

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# 9 The Ultimate Commercial Legal Update 2009



3  
CPD HOURS



**Don't get left behind. Keep up-to-date with the latest commercial law changes.**

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## CONTENT

- › Contract and commercial law – latest changes *Chartbrook v Persimmon [2009] UKHL 38*, Services Regulations 2009
- › Intellectual property law changes and cases (eBay 2009)
- › Competition law developments including Intel case (2009) and proposed block exemptions
- › Data protection and ecommerce legal developments

## WHO SHOULD ATTEND?

- › Lawyers in private practice and in-house
- › All those involved with contracts
- › Procurement and buying departments
- › Company secretaries.

The course will be interactive and delegates are encouraged to ask questions. *The venue will be in Central London.*

## SPEAKER: SUSAN SINGLETON, SOLICITOR, SINGLETONS

**Susan Singleton** is a popular well known speaker and speaks at 40/50 events a year. In 2008 she spoke in Iran, Germany, Austria and Holland as well as at many events around the UK. Since 1993 she has spoken at about 600 conferences and addressed over 3000 delegates. A full time practising solicitor and independent member of the Direct Marketing Commission, she runs a busy commercial London practice advising clients from leading plcs to small businesses as well as many law firms on her specialist areas of competition law as well being author of 30 books on commercial law.

### Singlelaw Conferences' previous delegates of 2008/09 include representatives from:

Aberdeen University, E.on, EDF, Easy Jet, The Tote, O2, National Lottery, Harvey Nichols, PepsiCo, British Gas and many leading law firms

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✓ PLEASE TICK YOUR PREFERENCE BELOW

All of these courses are available as half or full day options. <i>*Inclusive for any number of delegates</i>	FIRST DELEGATE		SECOND DELEGATE – SAVE 10%	
	<input type="radio"/> Half-day *£750 + VAT = £862.50	<input type="radio"/> Full-day *£1500 + VAT = £1725	<input type="radio"/> Half-day *£675 + VAT = £776.25	<input type="radio"/> Full-day *£1275 + VAT = £1466.25
<b>IN-COMPANY COURSES</b>				
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2 Intellectual Property Law Update				
3 Contract Law Update				
4 Competition Law Update				
5 Agency and Distribution Agreements				
6 Intellectual Property and Competition Law				
7 New Unfair Trading Regulations				
8 Contract Law: Mastering the Foundations				
<i>In-house option available</i>	FIRST DELEGATE		SECOND DELEGATE – SAVE 10%	
<b>PUBLIC COURSES</b>	<input type="radio"/> Half-day • 12-3pm £250 + VAT = £287.50	<i>Lunch included</i>	<input type="radio"/> Half-day • 12-3pm £225 + VAT = £258.75	<i>Lunch included</i>
9 The Ultimate Commercial Legal Update 2009 <b>17 September 2009</b>				

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Places are limited

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Mr/Mrs/Ms (surname) \_\_\_\_\_  
 First names \_\_\_\_\_  
 Job title \_\_\_\_\_  
 Tel \_\_\_\_\_  
 Email \_\_\_\_\_

### Contact details

Mr/Mrs/Ms (surname) \_\_\_\_\_  
 First names \_\_\_\_\_  
 Job title \_\_\_\_\_  
 Tel \_\_\_\_\_  
 Email \_\_\_\_\_

### 2nd Delegate Details

Mr/Mrs/Ms (surname) \_\_\_\_\_  
 First names \_\_\_\_\_  
 Job title \_\_\_\_\_  
 Tel \_\_\_\_\_  
 Email \_\_\_\_\_

### Organisation details

Company \_\_\_\_\_  
 Address \_\_\_\_\_  
 Postcode \_\_\_\_\_ Country \_\_\_\_\_  
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