

# PURCHASE FORM: Practical Vocational Training Hard copy Practice Manuals 2023

Please complete the form below and e-mail it to sales@LSSALEAD.org.za or fax it to +27 (0)12 440 6032 together with proof of payment.

## DETAILS:

Name of firm: \_\_\_\_\_ City/Town: \_\_\_\_\_  
Contact person: \_\_\_\_\_ VAT number: \_\_\_\_\_  
Tel no (w): (\_\_\_\_) \_\_\_\_\_ Fax no: (\_\_\_\_) \_\_\_\_\_  
E-mail: \_\_\_\_\_  
Physical address: \_\_\_\_\_ Code: \_\_\_\_\_

## DELIVERY:

Should you wish to collect the items ordered, please forward the form and proof of payment to siph@LSSALEAD.org.za (Sipho Mdluli – Sales Section, tel: +27 (0)12 441 4611) and then arrange a date and time for collection. The price is the same irrespective of whether the practice manuals are posted or collected.

DELIVERY  COLLECTION

### Delivery address (Please tick one):

Docex address (preferred): \_\_\_\_\_

Postal address: \_\_\_\_\_ Code: \_\_\_\_\_

Practice manuals are sent by registered mail. Please ensure swift collection from the post office.

### PRACTICE MANUALS

NO	TOPIC	R
	Alternative Dispute Resolution	295.00
	Customary Law **	450.00
	Criminal Court Practice	630.00
	Drafting of Contracts	640.00
	Forms of Business Enterprise**	405.00
	High Court Practice	910.00
	Insolvency Law	915.00
	Intro to Practice Management	430.00
	Labour Dispute Resolution	395.00
	Legal Costs	650.00
	Legal Practitioners Accounts Management	345.00
	Magistrate's Court Practice	515.00
	Matrimonial Law	575.00
	Numeracy Skills**	585.00
	Personal Injury Claims (MVA)	720.00
	Professional Legal Ethics	340.00
	Wills and Estates	740.00

### PRACTICE MANAGEMENT TRAINING

NO	TOPIC	R
	Module 1: General Intro to Management	430.00
	Module 2: Risk Management & Insurance	260.00
	Module 3: Law Business Finance	270.00
	Module 4: Systems & Technology	295.00
	Module 5: Business Administration	285.00
	Module 6: Marketing & Legal Services	250.00
	Module 7: Human Resources	295.00
	Module 8: Strategic Management	260.00

### NEW BENCHMARK STANDARD MATERIAL

NO	TOPIC	R
	Constitutional Law Practice	455.00

The following materials produced online as part of Practical Vocational Training (PVT) course are not for sale: Medical Negligence and Forms of Business Enterprise.

No textbook will be required for Constitutional Law Practice.

\*\* NB: Online course – hard copy of material is optional to purchase.

Prices include VAT and postage. No replacement pages are issued and new sets, if required, must be purchased.

## YOUR ORDER AMOUNT:

Grand total: R \_\_\_\_\_ (VAT Inclusive) (for bulk orders a discount of 25% is applicable).

## PAYMENT:

Payment by Electronic Funds Transfer (EFT) (see banking details below): Amount: R \_\_\_\_\_

Bank: First National Bank (FNB) | Account Holder: Law Society of South Africa | Branch: 251445 | Account Number: 62009641079

Account ref: (name of firm and telephone number)

Physical Address: 161 Lynnwood Road, Cnr Jan Shoba Street, Brooklyn, Pretoria.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

ENQUIRIES: Sipho Mdluli | Tel: +27 (0)12 441 4611 | Fax: +27 to 012 440 6032 | E-mail: siph@LSSALEAD.org.za, sales@LSSALEAD.org.za

ALTERNATE CONTACT: Vijay Mohun | Tel: +27 (0)12 441 4620 | E-mail: vijay@LSSALEAD.org.za

LEAD Switchboard: Tel: +27 (0)12 441 4600

OFFICE USE: R \_\_\_\_\_

Receipt no: \_\_\_\_\_ Posted: \_\_\_\_\_ Collected: \_\_\_\_\_