

# Contract Law Essentials for Non-Lawyers

## [CPD0910/2024]

DATE: 24 September 2024 (Tuesday)  
TIME: 9:30am-12:30pm & 2:00pm-5:00pm  
SPEAKER: Practising Barrister(s)  
MEDIUM: Cantonese (with English Materials)  
MODE OF TRAINING: Seminar / Webinar  
FEE: \$1,800

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**Legal knowledge** is vitally important to enable contract administrators to discharge their duties and functions properly and keep contracts out of trouble. This training uses insightful cases to provide a comprehensive guide to key legal principles that professionals and managers can apply to daily work situations.

### Content:

- Contract Essentials
  - elements and ingredients; tenders; letters of intent; letters of engagement; battle of forms; mistakes, misrepresentation and contractual consequences
- Contract Terms
  - common express terms; implied terms; drafting and interpreting duties and obligations; discrepancies among contract documents; parol evidence rule
- Contractual Breaches and Remedies
  - scope of obligations; standard of performance; remedies for breach; measures of damages; specific performance and injunction; quantum meruit
- Contract Termination
  - common law repudiation; contractual repudiation; forfeiture clauses; repudiation by non-performance; alternative dispute resolution
- Case reviews and situation studies

### REGISTRATION SLIP

\*All fields are required.

Please complete and return the standard reply form addressed to

**Hong Kong Legal Training Institute, Rm 503, Tower Two, Lippo Centre, Admiralty, Hong Kong** with the below payment methods:-

1. A crossed cheque made payable to “**Hong Kong Legal Training Institute Ltd.**” OR
2. **FPS ID “169170578”** and send the transaction record to [email@hklti.hk](mailto:email@hklti.hk)

For enquiries, please contact us at [email@hklti.hk](mailto:email@hklti.hk) or on +852 2869 6322.

**Event Name:** Contract Law Essentials for Non-Lawyers

**Event Code:** CPD0910/2024

**\*Please tick as applicable in relation to the registration fee.**

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I may be contacted via the details provided below. I understand that the organiser(s) intends to use my below email for sending me their training / event information organised / supported by them and **I may object to such use by ticking the box below.**

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\*Email: \_\_\_\_\_ Years of Working Experience: \_\_\_\_\_

\*Preferred Mode of Training: Face-to-Face Online First Training with HKLTII? Yes No

Type of Business/Industry: Banking & Financial Construction Education Food & Beverage Government I.T. Retail Logistics  
Manufacturing Professional Service Property Others: \_\_\_\_\_

Where did you hear about this course? HKLTII Website Facebook LinkedIn Instagram In-house Training Department Marketing eDM  
Referral Co-organiser(s) Others: \_\_\_\_\_

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