



This course is part of an on-going programme devised by the IBA's Public & Professional Interest Division's Training Course Subcommittee to assist young lawyers and junior members of the profession with their understanding of the fundamentals of international legal practice.



The Fundamentals of International Legal Business Practice

Supported by the Warsaw Bar, the Warsaw Chamber of Legal Advisers and KDPW

0900 – 1700

Saturday 24 November 2012

KDPW

ul. Książęca 4; VI piętro (pok. 6028 / 6030)

VI floor (room 6028 / 6030)

00-498 Warsaw

Registration fee is £22 GBP and lunch will be offered to all participants.

A set of course materials will be made available to delegates.

The course will be conducted in English.

Programme

Saturday 24 November

0900 – 1100 **Introduction to international contracts**

The aim is to provide an overview of international merger and acquisition transactions. In particular the focus will be on the choice of a purchase of shares or assets of a targeted company, Due Diligence, as well as key documents (Nondisclosure Agreement, Letter of Intent and Shares/Assets Purchase Agreement). The session will discuss specific provisions in each agreement like purchase price; representations and warranties, conditions precedent to closing, post-closing matters, collaterals, claims and indemnification.

Moderator

Radosław Biedeki *Biedeki Biedeki & Partners, Warsaw, Poland*

1100 – 1115 **Tea/coffee break**

1115 – 1245 **Five business skills that every international lawyer needs – Part I**

The training of lawyers has traditionally been focusing on developing substantive skills. It is only when entering professional life that business and other 'soft' skills start playing an important role. With the lawyer being an independent adviser to her/his clients, she/he is also running or part of a business. The session's purpose is to identify the most important business skills and discuss their impact on the professional work, goals and career development. It will be conducted interactively with the attendants, allowing questions and practical experiences being discussed in their immediate context.

Moderator

Herman J Knott *Luther Rechtsanwaltsgesellschaft, Cologne, Germany; Secretary, IBA Law Firm Management Committee*

1245 – 1345 **Lunch**

1345 – 1430 **Five business skills that every international lawyer needs – Part II**

Moderator

Herman J Knott *Luther Rechtsanwaltsgesellschaft, Cologne, Germany; Secretary, IBA Law Firm Management Committee*

1430 – 1445 **Tea/coffee break**

MOBILE TELEPHONES

Delegates are requested to ensure that mobile telephones and any other portable devices are switched off during the working sessions.

1445 – 1700 **Networking for young lawyers**

Networking is a skill every good lawyer should have and a task to continuously work on. Networking cannot only be used in order to generate business but also to increase quality of work and to keep “up to date” with regard to your field of expertise. Networking is not only an issue for partners of law firms but for every lawyer, whether young or old and whether practicing in a small or as part of a global law firm.

This session will determine the reasons for networking, the different target groups (clients, potential clients, colleagues or other experts), occasions for your networking activities as well as the different tools to network (from membership in a bar association to the usage of social media). The aim of this session is to identify the pros and cons of the different types of networking as well as the ways of applying it to your individual practice.

Moderator

Marc Baltus *Heuking Kühn Lüer Wojtek, Düsseldorf, Germany; European Forum Liaison Officer, IBA Young Lawyers' Committee*

MOBILE TELEPHONES

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the legal profession

Registration form

The Fundamentals of International Legal Business Practice

kdpw

Krajowy Depozyt Papierów Wartościowych

Saturday 24 November 2012

KDPW

ul. Książęca 4; VI piętro (pok. 6028 / 6030)

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00-498 Warsaw

Please complete this form and return it together with your payment to **Jemma McVey** at the address below.

Please type or use block capital letters or attach a business card.

Name _____

IBA membership number (if applicable) _____

Address _____

Telephone _____

Fax _____

Email _____

Special dietary requirements _____

Payment

☐ I enclose a cheque/bank draft made payable to the International Bar Association for the total amount payable.

☐ Please charge the total amount due to my Visa/MasterCard/American Express. **Other cards are not accepted.**

Cancellation of registration: If cancellation is received in writing at the IBA office by **29 October 2012**, fees will be refunded less a 25 per cent administration charge. We regret that no refunds can be made after this date.

Please return the completed form by **Friday 9 November 2012** to:

Jemma McVey

International Bar Association 4th Floor, 10 St Bride Street, London EC4A 4AD

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Email: jemma.mcvey@int-bar.org



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the legal profession®

International Bar Association

The **International Bar Association** (IBA), established in 1947, is the world's leading organisation of international legal practitioners, bar associations and law societies. The IBA influences the development of international law reform and shapes the future of the legal profession throughout the world. It has a membership of more than 45,000 individual lawyers and over 200 bar associations and law societies spanning all continents. It has considerable expertise in providing assistance to the global legal community.

Legal Practice Division and the Public and Professional Interest Division

Grouped into two divisions – the **Legal Practice Division** and the **Public and Professional Interest Division** – the IBA covers all practice areas and professional interests, providing members with access to leading experts and up-to-date information. Through the various committees of the divisions, the IBA enables an interchange of information and views among its members as to laws, practices and professional responsibilities relating to the practice of business law around the globe. Additionally, the IBA's high-quality publications and world-class conferences provide unrivalled professional development and network-building opportunities for international legal practitioners and professional associates.

Contact information

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