

Dear Ms Leburn,

Greetings fromMWS!

We are happy to inform and invite you to the coming 'Pronounciation' workshop. Speaking skill being essential in your work, we thought improving this skill might interest you.

It is intended to all MWS trainers and you can benefit from this workshop without any charge!

The workshop is scheduled as follows:

**Date: 6th March 201**2

**Time: 9:30am - 12:30am**

**Venue: 48-1 Jalan SS19/1D, SJ**

For more information, please feel free to call [Acc Manager’ Name] at [Contact Number].

Looking forward to see you soon!

Best Regards,

**MWS Team**