



LCCI Recommended Book Order Form

(GST Registered Number: 199306406R)

Please complete and return to: **Pearson LCCI Singapore Office** via fax : **6319 9172**

RTC / Name				Centre Code	ASIN
Address				Postal Code	
Telephone Number		Facsimile Number			
Date of Collection		Contact Person			
S/No	Description	Level	Unit Price in S\$	Quantity	Total in S\$
1	Passport to Success - Accounting	3	42.06		
2	How to Pass - Advanced Business Calculations	3	25.00		
3	How to Pass - Advertising	3	29.00		
4	How to Pass - Audio Transcription	1+2+3+4	60.00		
5	Passport to Success - Book Keeping	1	42.06		
6	Passport to Success - Book Keeping & Accounts	2	42.06		
7	How to Pass - Business Statistics	2+3	29.00		
8	How to Pass - Cost Accounting	2+3	29.00		
9	How to Pass - English For Business	Prelim	29.00		
10	How to Pass - English For Business	1	25.00		
11	How to Pass - English For Business	2	25.00		
12	How to Pass - English For Business	3	25.00		
13	How to Pass - Management Accounting	3	25.00		
14	How to Pass - Marketing	2	25.00		
15	How to Pass - Marketing	3	25.00		
16	How to Pass - Public Relations	3	29.00		
17	How to Pass - Text Production	1	29.00		
18	LCCI-MYOB Computerised Accounting Study Guide	2	25.00		
19	How to Pass - SEFIC Teacher's Guide	1	35.00		
20	How to Pass - SEFIC	1	30.00		
21	Best Practice Guide for Customer Service Professionals	2	25.00		
22	Best Practice Guide for Customer Service Managers	3	25.00		
			Total Quantity & Amount :		
			Add 7% GST		
			Total Payable in S\$:		

Notes

1. Terms of Payment - Cash or Cheque upon collections only.
2. No acceptance of **NETS, Money Order** and **Credit Cards** payment.
3. Order will be processed upon seller's validation
4. Cheque should be made payable to " **Educational Resources Pte Ltd** "
5. Subject to stock availability. Required minimum of 3 weeks' advance notice for bulk ordering.

Order Date:

(Name, Signature, Designation and Company Stamp)

Pearson LCCI Singapore Office - Educational Resources Pte Ltd (Company Registration Number: 199306406R)
 9 North Buona Vista Drive, #13-05/06 The Metropolis Tower One, Singapore 138588 Tel: 6319 0628 Fax: 6319 9172
 Office Hours: Monday to Thursday (9am to 5.30pm) and Friday (9am to 4.30pm) excluding Saturday, Sunday & Public Holidays
 Website: www.lcciasia.com Email: pqs.internationalenquiries@pearson.com