

12th April 2018



Hi ! Friends,

April has a special significance for Secretaries and Administrative Professionals. ADMINISTRATIVE PROFESSIONALS WEEK will be celebrated globally as always. This year's theme is "ASPIRE TO INSPIRE"

As part of our Administrative week celebration, we have organized two functions especially for you :-

1.	<p>Wed. 25th April 2018 – Cookery Session Time : 7 PM onward Venue – Amanora The Fern Hotels & Club, Magarpatta Road, Pune Charges : Rs. 150/- for members only (NO GUESTS ALLOWED)</p>
2	<p>Sun. 29th April '2018 – BOSS-SECRETARY DINNER Time: 7 pm onward Venue – Amanora The Fern Hotels & Club, Magarpatta Road, Pune Charges : Rs.550/- for Member and Rs.550/ - for Spouse No guest or relative to attend in place of spouse please.</p>

As BOSS-SECRETARY DINNER is a special event with a purpose, all members are requested to encourage their boss to be present for this event so that they get familiar with our Association and activities too.

Invitation for Sun. 29th April 2018 will be emailed to each one of you once the RSVP is received.

Also note those working for their respective spouses as boss will be considered as spouse & not boss.

Members are requested to send in their RSVP with full name of self /spouse & boss **Please forward names for both the functions in one e-mail only stating clearly the event you would like to attend to :**
Dilnawaz Nekoo : dilnawaz15@gmail.com / 9011354955
Juhi Sadhwani : juhisadhwani@rediffmail.com / 99706 17992

Last date for RSVP - Thus. 19th April 2018

The payment for both Cookery Session & Boss Secretary Dinner may please be made on 25th April 2018 itself.

Looking forward to your presence in large numbers.

Best Regards,
Jasmine Jogi