October 1, 2011

Dear Valued Consultant,

Thank you for your interest in serving as a consultant on a project managed by the Office of Regional External Programs. REP strives to establish AUB as the premier provider of consulting, training and related professional services in all areas of specialization offered by our six faculties at your efforts will help contribute to this vision.

In a continuous effort to streamline our operations and ensure accurate accounting of your work please complete the appropriate form accurately. You are kindly asked to follow to below steps to ensure proper completion:

- Fill in the form of your selection accurately
- Print it once completed
- Ensure you have the required signatures
- Mail a hard copy to REP as follows:
  - Consultant Agreement to Ms. Iman Jurayj (ij00@aub.edu.lb)
  - Consultant Compensation Form to Mr. Samir Kfoury (sk03@aub.edu.lb)
- Keep a copy for your records

Thank you for entrusting us with your service and we look forward to our continuous collaboration.

Sincerely,

George Farag
Acting Vice President for
Regional External Programs