

# PROTOCOL & BUSINESS ETIQUETTE

**DATE** Tuesday, July 12, 2016

**TIME** 8:30 AM - 12:00 PM

**VENUE** Florida Customs Brokers  
8228 NW 14th Street  
Doral, FL 33128

## Workshop

Workshop Facilitator



Desmond Alufohai,  
CMP, CGBP.  
"Mr. International"



**W**e are pleased to invite you to the popular International Protocol & Business Etiquette Workshop Series. The workshop is designed to provide participants with relevant insights, practical tips and invaluable information about protocol, decorum, etiquette, professional behavior, official salutations, order of preference, and much more.

You'll also learn how to avoid cultural and protocol faux pas. You may be offending your guests and dignitaries at your events without even realizing it!

### The following topics will be discussed:

- ★ Multiculturalism: awareness & understanding.
  - ★ Incivility & rudeness: The new normal?
  - ★ Proper etiquette for business card exchange, official invitations, dining & RSVP guidelines.
  - ★ Order of precedence & official rankings.
  - ★ Official titles & sovereign country names.
  - ★ Proper flag placement & national anthems, etc.
- Gain valuable contact hours towards your CEUs & **win amazing door prizes!**

### Supporting Agencies



For enquiries please email  
[desalufy@gmail.com](mailto:desalufy@gmail.com) or call (305) 519 3550

### REGISTRATION INFORMATION

**\$75 per person**  
**(\$85 - At the door/walk-ins)**

Fee includes coffee, refreshments, handouts and certificate.

**(Please note that the paid participation fee is NOT refundable, but may be transferable.)**

If paying by check, please make check payable to:  
"Alufy International Inc."

To register please visit:

<http://protocolworkshopdoral2016.eventbrite.com>

“ Below are **comments** from our recent workshop participants:

*"I learned a lot that I can also apply to everyday life and business. I look forward to the next workshop session." - Nancy*

*"Many event organizers have no clue about proper etiquette and official protocol. They make mistakes and may offend a guest without knowing it. I highly recommend this workshop, before organizing your next event." - Paola*

*"The workshop was excellent and superb... I look forward to the next one. I recommend this workshop to the entire community...including government staff, business and community leaders, young adults, students, etc." - Maria*

*"I gained a complete understanding of the seating and speaking order of preference for official occasions, flag placement and which national anthem to play first when you have dignitaries from several nations." - Rene*

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