

**DRAFTING CLEARER CONTRACTS**

**Geneva**

April 2018

**AGENDA**

9.00	Introduction
9.20	The front and back of the contract
10.10	Categories of contract language
10.30	Refreshment break
10.45	Categories of contract language, cont'd
11.25	Layout
11.35	Using defined terms
12.00	Lunch break
13.00	Ambiguity
13.30	Select usages
14.15	Drafting as writing
14.30	Refreshment break
14.45	Bringing it all together— drafting exercise
15.45	Effecting change
16.00	Seminar concludes