

# Beverly Hills Manners

Presents

## **"SUMMER MANNERS BOOT CAMP 2"**

**Monday thru Thursday**  
**July 17th, 18th, 19th & 20th**  
**12:00pm to 2:00pm**  
**Registration Fee: \$400.00**

Children participate in a comprehensive and fun-filled 4-part program that breaks down the manners mystique and shows why manners really do matter. Each day we dissect a relevant topic with an educational component, interactive exercises and practical application. In addition to each lesson, children learn and practice the tools of the table during a multi-course luncheon dining tutorial.

### **Day #1: First Impressions**

The program begins by introducing the children to the world of etiquette and manners. We address how they look sound and behave. They learn the importance of poise and posture in making a positive first impression. Appropriate attire, hygiene and grooming is addressed as well as a quick analysis of proper speech and diction.

### **Day #2: Smooth Introductions**

On day two, children are ready to master the skill of introducing themselves as well as others using both the formal and informal forms. The three basic rules of introduction will be practiced along with learning how to properly shake hands, make good eye contact and smile when meeting and greeting people.

### **Day #3: Courtesies When Out & About**

Day three, common courtesies from how to properly take the stairs to applause etiquette when attending a performance are covered, along with opening doors, the art of conversation, good sportsmanship and social media manners.

### **Day #4: Party Manners**

The program ends with a primer on party manners covering everything from accepting and sending invitations, to appropriate party behavior, gift giving and receiving, and writing thank you notes.

**Enrollment Policy:** Complete the attached enrollment form and mail along with your check payment of **\$400.00** to: **Beverly Hills Manners, 1075 Angelo Drive Beverly Hills, California 90210.** Also accepting VISA & MC with a 3% additional surcharge.



### **Dates & Times**

July 17, 18, 19 & 20  
12:00pm to 2:00pm

### **Location**

**Beverly Hills Tennis Club**  
340 North Maple Drive  
Beverly Hills

### **Dress Code:**

Please come dressed to class  
in your party attire.  
No jeans or sweat suits.  
No flip flops please.

### **Contact Information**

Lisa Gaché  
Beverly Hills Manners™  
310.276.9078 ph  
310.467.1211 cell  
[lisa@beverlyhillsmanners.com](mailto:lisa@beverlyhillsmanners.com)  
[www.beverlyhillsmanners.com](http://www.beverlyhillsmanners.com)



**BEVERLY HILLS MANNERS**

*dare to be polite*





BEVERLY HILLS MANNERS

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### Credit Card Payment Authorization Form

Sign and complete this form to authorize Beverly Hills Manners, Inc. to debit your credit card listed below. By signing this form you give us permission to debit your account for the amount indicated, plus a 3% surcharge, before, on or after the indicated date.

**Please complete the information below:**

I \_\_\_\_\_ authorize Beverly Hills Manners, Inc. to charge my credit card account  
(Full Name)

indicated below for \_\_\_\_\_ on this \_\_\_\_\_. This payment shall confirm  
(Amount) (Date)

registration in \_\_\_\_\_.  
(Class/Program Name)

Billing Address \_\_\_\_\_

Phone# \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Email \_\_\_\_\_

Account Type:      Visa      MasterCard

Cardholder Name \_\_\_\_\_

Account Number \_\_\_\_\_

Expiration Date \_\_\_\_\_

CVV2 (3 digit number on back of Visa/MC) \_\_\_\_\_

SIGNATURE \_\_\_\_\_

DATE \_\_\_\_\_

I authorize the above named business to charge the credit card indicated in this authorization form according to the terms outlined above. This payment authorization is for the goods/services described above, for the amount indicated above only, and is valid for one time use only. I certify that I am an authorized user of this credit card and that I will not dispute the payment with my credit card company; so long as the transaction corresponds to the terms indicated in this form.