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## **Internship Offer Letter**

**Name of Candidate**

**Email**

**Address of Candidate**



Dear \_\_\_\_\_:

We're excited to offer you an internship with the \_\_\_\_\_. The program shall begin on \_\_\_\_\_ and shall terminate on \_\_\_\_\_ with an hourly compensation of \_\_\_\_\_.

During this period of internship, you shall be reporting to \_\_\_\_\_. You shall be working from \_\_\_\_\_ until \_\_\_\_\_, Monday to Friday. As an intern, you will not be eligible for benefits by the company, other than those of which is mandated by law.

Please note that your successful qualification is still subject to medical tests and background checks.

By accepting this offer and upon start of your work, you may be able to obtain information confidential and proprietary in nature. As such, you acknowledge that the information acquired by you shall remain confidential and shall solely be used for the benefit of the Company.

This internship does not grant automatic regularized employment to the intern. Upon completion, you shall return any property issued to you by the company, including all document upon successful completion in this program.

Finally, this offer represents the full extent of the agreement, other than recognized company policies and work ethics. This offer supersedes any prior communication and offers about the position. All other offers not stipulated in this offer is not deemed to be impliedly included. However, any changes may be made in writing.

If you have questions about this offer, please give us a call at \_\_\_\_\_, or send an email to \_\_\_\_\_. You may review and sign this offer and send it back to us as a form of acceptance. We look forward to having you begin your work with us. Welcome to our team!

Sincerely,

**Applicant's Signature**

**Date Signed**

\_\_\_\_\_

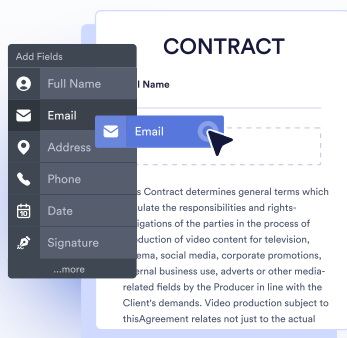


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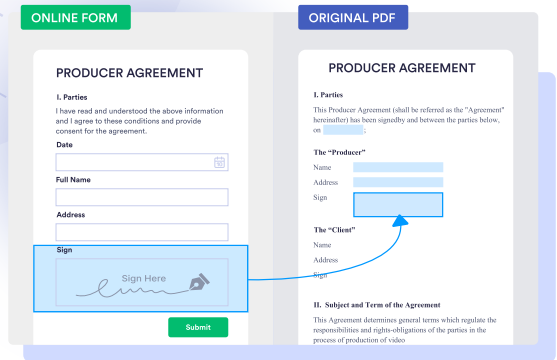
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