**{{letter\_date}}**

{{full\_name}}

{{email}}

Dear {{first\_name}},

Subject: **Internship Agreement Offer Letter – Engagement Creator Intern**

**Congratulations!**

We are pleased to offer you the position of **Engagement Creator Intern** at **UnlockDiscounts**.

UnlockDiscounts is an affiliate ecommerce platform offering amazing discounts on various apparel, electronics, university courses, and more. Join us on our mission to become a one-stop destination for all discounted products!

**Agreement:**

You agree to accept the remote **Engagement Creator Intern** position at **UnlockDiscounts** for *three months*, from **{{start\_date}} till {{end\_date}}.** As an Engagement Creator Intern, you will play a key role in fostering digital community engagement. Your contributions will support ongoing efforts to create meaningful and interactive experiences for our online audience.

**Internship Benefits:**

* Relevant training will be provided by industry experts.
* Gain hands-on experience in digital community management and audience engagement across major social media platforms.
* Enhance your skills in communication, creativity, content interaction, and basic analytics.
* Receive an internship certificate upon successful completion.

**Terms of the Internship:**

* This is an **unpaid** internship.
* Working hours: 9:00 am to 6:00 pm [Monday to Friday]
* A notice period of one week is required in case of resignation.
* Interns are allowed 2 days of leave per month (inclusive of casual, sick, and bereavement leaves). A medical note is required for sick leave beyond one day. For any extended leaves, a discussion with the reporting manager is mandatory.
* To recover the costs associated with training and onboarding, a penalty of **₹499** will be applicable if you leave the organization or fail to complete the mandatory full-time tenure of 3 months.
* Absence without prior notice or approval from the reporting manager is prohibited and may result in termination.
* Harassment and bullying are strictly prohibited and can result in immediate termination.

To accept this offer, please respond to this email by today. For any questions or further information, please contact us at info@unlockdiscounts.com.

We look forward to welcoming you to our team and achieving great results together!

**Sincerely,**

**HR Team**

**UnlockDiscounts**