

## Letter of Offer for Internship

Date: 30<sup>th</sup> Sept 2025

To,

Name: Jagadevi  
Email: jagadevij147@gmail.com  
Mob No: +91 97412 39614

Dear Jagadevi

### **Sub: Internship offer**

We are pleased to offer you an internship opportunity with **BoffinHive LLP** as a **Software Intern**. We are confident that this internship will provide valuable exposure to real-world projects and help you enhance your technical and professional skills.

#### **Internship Details:**

- **Position:** Software Intern
- **Start Date:** 6<sup>th</sup> Oct 2025
- **End Date:** 6<sup>th</sup> Jan 2025
- **Stipend:** INR 15,000
- **Location:** Hybrid

#### **Roles & Responsibilities:**

During the internship, you will be expected to:

1. Assist the software development team in coding, debugging, and testing applications.
2. Participate in project discussions, documentation, and reviews.
3. Research and learn new technologies as assigned.
4. Collaborate with team members to meet project deadlines.

#### **Terms & Conditions:**

- Based on the performance at the end of Internship, full time employment will be considered.
- You are required to maintain confidentiality of all company information.
- You must adhere to company policies and professional conduct.

We are excited to welcome you on board and look forward to your contribution to our team. Please confirm your acceptance of this offer by replying to this letter/email within **2 days**.

Thanking you,

Best Regards,

For BoffinHive LLP

## AUTHORISED SIGNATORY

  
(\_\_\_\_)

I will join the services on (Date). If I fail to join the services of the company on the date mentioned above, or do not get permission in writing from the company to join on such other extended date, my appointment may be cancelled.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_