

21<sup>th</sup> Dec, 2023,

## **Grand Fluence internship letter**

Dear.....,

- This is to confirm your application for our internship program. We are very glad to have you in our team.
- We also confirm the receipt of your payment of Rs.500/- towards the registration of internship.

### **Internship particulars:**

**Designation:** Events intern organizer

**Duration:** 100 working days

**Work type:** Part-Time remote working

**Stipend:** Rs.10,000/-

**Work location:** Will be assigned by our manager

**Duties:** Hiring & managing social Influencers; Organizing the events assigned by our managers; Acquiring sponsorships; Promoting events in colleges & other assigned areas; Inviting guests & other; All other officially assigned dates, during internship period.

### **Conditions:**

1. As all events are time bounded. You should strictly follow event time lines.
2. As every event evaluate the reputation of company, you are expected to work highly professional.
3. Your internship shall be cancelled, without any payment, in case you discontinue at any point of time during internship period and in case you reject to take up the assigned task or not complete the assigned tasks.
4. Registration fee shall only be refunded upon successfully completion of internship.



Sd/- (HR Team, Grand Fluence)

Employee Signature