



American Express (India) Private Limited
 Commercial Block – 3, (Zone - 6)
 DLF City, Phase – V
 Gurgaon – 122 002 (Haryana)
 Tel: 91 (0124) 467 6002
 Fax: 91 (0124) 467 7655

27-May-21

The Chairperson, Placements

Indian Institute of Technology Madras

Dear Sir/Madam,

This has reference to the invitation to provide your student **M Venkat Rahul** exposure to professional working environment by way of a summer training assignment as part of the student's course with your institute.

2. The student will undergo this summer training **virtually** at our organization with effect from **31-May-21** till **23-Jul-21**. The student during the period of internship/ training shall abide by the Company policies.
3. Notwithstanding any other provision, during the period of summer training:
 - a. Our organization shall be entitled, at its sole discretion, to send the student back to your institute at any time, with prior intimation to you, and /or
 - b. This arrangement will end automatically on the student ceasing to be enrolled with your institute at any time, and you shall apprise us in this regard.
4. During the period of this training our organization shall pay a monthly stipend of **Rs.100000** to the student, subject to deduction of tax at source, if applicable. No other sums, expenses or costs shall be payable unless approved in writing by our organization. Please note any reduction in tenure on this training will lead to a reduction in your student's total earned stipend amount.
5. The details of the project/training assignment(s) shall be communicated to the student from time to time during the training period.
6. The student shall, if required for purpose of the project/assignment, travel anywhere in or outside India at the sole discretion of our organization. In such an event, suitable travel arrangements/reimbursements of travel expense shall be made as per our company rules.
7. We confirm that this training does not in any way constitute or imply any relationship of employer/employee between our organization and the student.

We shall be happy to provide any more information required by you.

Kindly acknowledge the receipt of this letter and confirm acceptance by sending across a signed copy for our records.

Thanking you,

Dr. Sachin Gulati
Director – India Campus Recruitment

DocuSigned by:

M Venkat Rahul

27-May-2021 | 1:18:33 AM MST