**(Company Letter Head)**

**letter of support**

To

The President/Secretary

<Association Name>

<Address>

Sub:     **Willingness to be a member of <cluster name> for the Implementation of Industry Apprenticeship Initiative (IAI) under project STRIVE of DGT, Ministry of Skill Development & Entrepreneurship Govt. of India**

Dear Sir,

We are willing to be a member of the <cluster name> for Implementation of Industry Apprenticeship Initiative (IAI). We confirm to participate in its implementation and consent to :

1. Notify apprentice seats and engage apprentice
2. Making workplace available for the apprentice training
3. Allow staff members to train apprentices as per the standard training curriculum
4. Making workshop or any other related infrastructure available for apprentice training facility
5. Making staff members/supervisors available for participating in capacity building programme
6. Provide equipment/machine for the training of apprentices
7. Pay applicable monthly stipends to apprentices during the training duration

We shall extend full support and regularly participate in the Industry Apprenticeship Initiative (IAI) meeting/training/program organized by <association name> from time to time. We also authorise <association name> to represent my firm on subjects related with apprenticeship and STRIVE project.

Thanking you

Yours sincerely

**Sign:**

**Name:**

**Co seal:**

**Date:**