**LETTER OF ACCEPTANCE**

We hereby declare to accept Mr/Mrs ............................................................................... as a trainee under ERASMUS + Programme for a practical training period of minimum two months, starting on (month/day/year) ........................... until (month/day/year) ........................................................................ (……….. hours per week).

The trainee’s tutor during the placement will be Mr./Ms. ……………………………………………………..

Our company/organization operates in the area of ............................................................................... and it has got (number) ..............employees.

The candidate will be involved in the following activities (a short description of the duties and the technical aspects of the placement):

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Our company/organization will offer (please mark your choice):

1. A monthly complement to the Erasmus + grant of ……. EURO
2. Company’s cafeteria
3. Luncheon vouchers
4. Local travel paid
5. Meals paid
6. Others:…………………….

Company’s Name:

Address:

Code:

Town:

Country

Phone (with area code):

Fax (with area code):

E-mail:

Internet side:

Date:

Stamp and Signature:

Name and professional standing:

Coordinator’s name and function Date:……………………………

…………………………………….

Coordinator’s signature