We hereby declare to accept Mr/Mrs  as a student-trainee in the framework of the ERASMUS+ Programme for a placement of  months starting on **dd /**  **/ 20yy** until **dd / / 20yy** under direct supervision of Mr/Mrs **(Trainee's mentor)**.

Our company/institution operates in the area of  and has employees/members.

The candidate will be involved in the following activities: **(Please include a short description of the tasks to develop).**

Our company/institution will offer (please mark your choice if applicable):

|  |  |
| --- | --- |
| [ ]  A monthly complement of  € | [ ]  Accommodation |
| [ ]  Help in finding accommodation | [ ]  Local travel paid |
| [ ]  Company’s cafeteria | [ ]  Meals paid |
| [ ]  Luncheon vouchers | [ ]  Others:  |

The language in which the internship will be carried out is: .We consider that, according to the information provided, the candidate’s language level is suitable for carrying out this internship: [ ]  Yes / [ ]  No

**Company/Institution’s Legal Name:**

**PIC Code1:**

**Address: Street, Building, number.. etc., zip code, City (Country)**

**Contact person:**

**Position:**

**E-mail:**

**Phone (with area code):**

**Fax (with area code):**

**Signature of the contact person:…………………………….. Stamp2**

**Date: dd / / 20yy**

***1 In case your organisation has already obtained a PIC Code via the European Commission.*** ***More information on this topic can be obtained*** [***here***](https://ec.europa.eu/education/participants/portal/desktop/en/organisations/register.html)***. If your organisation does not have a PIC Code, please tick here:*** *[ ]*

***2 If the organisation does not stamp documents, please tick here:*** *[ ]*