



OFFER LETTER FOR INTERN

Date:09 Jan 2023

Name: Divya Mishra

Re: Internship Offer

Dear Divya Mishra,

On behalf of Collectcent Digital Pvt Ltd., I am pleased to extend to you this offer of temporary employment as **Content Marketing Intern**.

If you accept this offer, you will begin your internship with the company on 11th Jan 2023 and will be expected to work 6 days per week. You will be paid **Rs 10000** per month.

As an intern you will be receive “temporary employment” status. As a temporary employee, you will not receive any of the employee benefits that regular Company employees receive, including, but not limited to, vacation or sick pay, paid holidays, or participation in the Company’s employee benefit plan.

Your internship is expected to end on 10th Apr 2023. However, your internship with the Company is “at-will,” which means that either you or the Company may terminate your internship at any time, with or without cause and with or without notice.

During your employment, you may have access to trade secrets and confidential business information belonging to the Company. By accepting this offer of employment, you acknowledge that you must keep all this information strictly confidential, and refrain from using it for your own purposes or from disclosing it to anyone outside the Company. In addition, you agree that, upon conclusion of your employment, you will immediately return to the Company all its property, equipment, and documents, including electronically stored information.



By accepting this offer, you agree that throughout your internship, you will observe all policies and practices governing the conduct of our business and employees, including our policies prohibiting discrimination and harassment. This letter sets forth the complete offer we are extending to you, and supersedes and replaces any prior inconsistent statements or discussions. It may be changed only by a subsequent written agreement.

Kindly sign and return a copy of the letter as an acceptance of your having understood and accepted the same.

We are delighted to welcome you to our Pursuit of Excellence and wish your success in your new role.

Thanking you,

For Collectcent Media Pvt. Ltd.,

A handwritten signature in blue ink is written over a circular blue stamp. The stamp contains the text 'Collectcent Digital Media Pvt. Ltd.' around the perimeter and a small star at the bottom. A horizontal dashed line is drawn across the signature and stamp.

Authorized Signatory

Kiran Shetty

Director

Accepted:

Name:

Signature:

Date: