

To

Arpith Chinnaswamy R,

Date:06.06.2022

**Sub:Offer
Letter**

Dear **Arpith Chinnaswamy R,**

Welcome to "WHETSTONE" Family!

We are pleased to inform you that you have been selected for the internship in our Organization. You are required to join the company on date **07.06.2022**.

As a part of pre-joining formality, you would be required to submit the below mentioned documents. Photocopies of Address Proof- Adhar Card, Local Address proof- If adhar card is not with Bangalore address - Affidavit or rental agreement with Bangalore address would be required, Age Proof - Pan Card, Education Certificates and Four Passport Size Photographs. The originals would be required for verification.

As per your request this internship will be hybrid both offline and online. You will have to report to the office when called. This internship will be for 8 weeks. You'll be issued your completion letter and certificate only after you submit the module.

You are strictly expected to attend all the online meeting when not reported to office. In case of discontinue or leave you will have to inform 3-4 days before. If you have any question feel free to contact us.

Looking forward to a mutually rewarding association with you.
Best Regards,



**Alia Begum
HR Manager**

Date:08.08.2022

Dear **Arpith Chinnaswamy R,**

This is to certify that Mr. Arpith Chinnaswamy R, has successfully completed her internship with Whetstone cg Pvt Ltd - Intern (7th June 2022 - 8th August 2022). During the period, he handled various projects and made processes to streamline the operations, and brainstormed and executed several strategies to promote growth. During the course of the internship, Mr. Arpith Chinnaswamy R has shown a great amount of responsibility, sincerity, and a genuine willingness to learn, and a zeal to take on new assignments and challenges. In particular, his coordination skills and communication skills are par excellence and his attention to detail is impressive. We wish him all the best in his future endeavors.

Yours sincerely,



Alia Begum
HR Manager