

To

The Principal
Govt. Polytechnic
Ambala City

Memo No: _____

Dated: _____

Dear Sir,

The following students of your institute are pursuing online/offline Industrial Training at our organization from dated: _____ to dated: _____. It is for your information and record.

Name of Student	Roll Number	Branch	Mobile Number	E mail ID

Terms & Conditions (if Any) _____

Signature

Name of Industry/Organization

Address

Phone No.

Email
