

WORK PLACEMENT LETTER OF CONFIRMATION

Business Name:

Employer Name:

Address:

.....

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Date:

To:
Work Experience Co-ordinator,
Loreto Secondary School,
Balbriggan,
Co. Dublin

With reference to application for work experience in the
above organisation, I am happy to confirm acceptance of this applicant for the following dates:

..... 2019 to 2019

Yours sincerely,

_____ (Signature of Employer)

We would be grateful if you could supply the following information if it is available to you at
present:

Contact Name:

Telephone No.:

Hours of Work:

Any other relevant details:

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Thank you.