

Deviprasad Goenka Management College of Media Studies (DGMC) RSET Campus, S. V. Road, Malad (w), Mumbai 400 064, Maharashtra, India

5.2.1 Number of placement of outgoing students during the year

Serial No.	Name			
1.	List of students placed			
2.	Student placement letters			



Doron



Deviprasad Goenka Management College of Media Studies (DGMC) RSET Campus, S. V. Road, Malad (w), Mumbai 400 064, Maharashtra, India

5.2.1 Number of placement of outgoing students during the year

Serial No.	Name of student placed and contact details	Program graduated from	Name of the employer with contact details	Pay package at appointment
1.	Jimit Bhavsar	BAMMC	Cannibals Media	3000
2.	Kalyani Math	BAMMC	Happy Kidz	25000
3.	Shruti Shukla	BAFTNMP	Contiloe Production	10,000
4.	Devmital Gupta	BAMMC	Contiloe Production	5000
5.	Tisha Jain	BAMMC	Puretech Digital	15000
6.	Tanisha Soni	BAMMC	Sankriti Events	20,000
7.	Reet Sharma	MA(MC-FTNM)	Hare Krishna Media	30,000
8.	Deron Davis	BAFTNMP	Gravity Production	15,000
9.	Devansh Mishra	BAFTNMP	Gravity Production	15,000
10.	Sakshi Salvi	BAFTNMP	Frizzon Agency	15,000
11.	Aryan Bansal	BAMMC	Genesis	5000
12.	Vivek Jain	BAMMC	Ad 2 Connect Agency	5000
13.	Sahil Harwande	BAFTNMP	Contiloe Production	5000
14.	Krisha Jain	BAMMC	Kreative Adda	8000
15.	Isha Shrivastav	BAMMC	PinkVilla	25,000
16.	Fairy Jain	BAMMC	Contiloe Production	5000
17.	Unnati Diwedi	BAMMC	Contiloe Production	5000
	1			



Mora



Deviprasad Goenka management college of media studies INDIA'S PREMIER MEDIA SCHOOL

Deviprasad Goenka Management College of Media Studies (DGMC) RSET Campus, S. V. Road, Malad (w), Mumbai 400 064, Maharashtra, India

18.	Ekta Appur	BAMMC	Contiloe Production	5000
19.	Samrat Shaikh	BAMMC	Contiloe Production	5000
20.	Aryan Bandarkar	BAMMC	Media Buzz	15,000
21.	Shravani Khairmode	BAMMC	Contiloe Production	5000
22.	Palak Chauhan	BAMMC	Kshitiksha Foundation	Nil
23.	Keshari Dandgavan	BAMMC	Newage Media Partner	20,000
24.	Arhan Khan	BAMMC	Kreative Adda	8000
25.	Neha Ghosh	BAMMC	Oxford International Eduction Group	33,000
26.	Jeenav Jain	BAMMC	Kreative Adda	8000
27.	Neel Siddhpura	BAMMC	Kreative Adda	8000
28.	Chetan Shastri	MA(J&MC)	Maven And Bloom Marketing Agency	7000
29.	Melisa Moncy	BAMMC	Coconut Media	5000
30.	Aastha Shah	BAMMC	Sankriti Events	15,000



Mora



To, Jimit Bhavsar jimit9057@gmail.com

INTERNSHIP OFFER LETTER

Dear Jimit,

Cannibals Media is pleased to offer you a technical and experience-based internship opportunity as a Social Media Marketing Intern. You will be reporting to the assigned person via Work-From-Home basis.

You will be receiving academic credit along with a stipend of Rs. 3000 per month. The stipend is variable based on the number of live reviews you receive. For every live review, you get paid between 5-10 rupees. Interns do not receive any benefits as an employee to the firm in any manner.

For this position, your major duties include posting reviews on Google My Business listings based on the topics assigned and drafting the necessary content as required. You have to match a daily target of posting a minimum of 15 reviews. Your assignment will conclude on a notice basis. A certificate will be provided at the successful completion of the internship. Your internship will complete within one month, where it is mandatory to work at least six days a week.

Please review and confirm via mail for the acceptance as soon as possible.

Sincerely,

Aloukik Rathore

Director, Cannibals Media

AJoutik Rethore

Cannibals Media Pvt. Ltd.. www.cannibals.digital HQ - Innov8, 69, Regal Building, C.P., New Delhi. Other Loc. - 001, A Wing, City Vista, Kharadi, Pune. Ph. - +91 7701868845, +91 8209203755 Hi Its a pleasure to appoint Ms Kalyani Math as Full time Graphic designer at Happy Kidz.

Work mode- Hybrid

Working hours- 10.00 to 6.30

Working days- Monday to Saturday.

State and national holidays would be non working days

Notice period: 30 days. This wont be applicable in probation period.

Initial 45 days would be probation after which we can confirm final induction. Duty: complete spectrum of graphic design requirements. Salary: 3 lakhs Per annum.

Deductions: Taxes if applicable.

After completion of 1 year, you would be entitled to 1 year Diwali bonus and 18 days paid leave Salary payable between 1-5 of next month. Date of Joining- 1/7/24

Eggfirst Advertising Agency

Synergy Business Park, Saharakarwadi Vishweshar Road, Hanuman Tekdi, Goregaon, Mumbai, Maharashtra 400063

October 2023

To Whom It May Concern,

I am pleased to write this letter of recommendation for Shruti Shukla, who worked with Eggfirst Advertising Agency during our award event held [mention date or month if needed]. Shruti played a vital role in the success of this event, demonstrating exceptional organizational, leadership, and coordination skills.

As the event coordinator, Shruti was responsible for managing all aspects of the award ceremony, from the planning stages to its execution. She worked diligently to ensure that every detail was accounted for, including liaising with vendors, handling logistics, managing timelines, and ensuring that the event ran smoothly. Her attention to detail, ability to anticipate challenges, and problem-solving skills were instrumental in making the event a success.

Throughout the event, Shruti displayed excellent communication and interpersonal skills while working closely with various teams and clients. She maintained a calm and professional demeanor, even in high-pressure situations, ensuring that all stakeholders were informed and the event proceeded seamlessly. Her leadership and coordination were crucial in bringing together all the different components of the event, and her ability to manage multiple tasks simultaneously was truly impressive.

Shruti's proactive approach and dedication to her work set her apart. She took the initiative to anticipate the needs of the event and went above and beyond in her role. Her commitment to excellence and her ability to collaborate effectively with others were praised by both clients and colleagues alike.

I have no doubt that Shruti will continue to excel in any future endeavors she pursues. Her organizational skills, work ethic, and positive attitude make her an exceptional asset to any team. I wholeheartedly recommend her for any opportunities she may seek, and I am confident that she will continue to succeed in her professional career.

If you need any further information or would like to discuss Shruti's qualifications further, please feel free to contact me at [Agency Phone Number] or [Agency Email].

Sincerely, [Your Name] [Your Position] Eggfirst Advertising Agency

Contiloe Production

[Agency Address] [City, State, Zip Code] Phone: [Agency Phone Number] Email: [Agency Email]

October 2023

To Whom It May Concern,

I am pleased to write this letter of recommendation for Dev Mittal Gupta, who worked closely with our team at Contiloe Production during the planning and execution of the Swaraj launch event. Dev demonstrated exemplary organizational and coordination skills throughout the project, playing a crucial role in ensuring the event's success.

Dev was responsible for managing various facets of the event, including liaising with multiple teams, handling logistics, and ensuring smooth communication between all involved parties. He consistently demonstrated a high level of professionalism, attention to detail, and the ability to handle complex tasks under tight deadlines. His proactive approach and keen problem-solving skills helped to overcome challenges that arose during the event's planning and execution phases.

Throughout the entire process, Dev remained calm under pressure, communicating effectively with both clients and colleagues, and ensuring that all aspects of the event came together seamlessly. His leadership and ability to manage a diverse team were evident in the smooth execution of the event, and his efforts contributed greatly to its success.

Dev's work ethic, dedication, and positive attitude set him apart from his peers. His ability to work independently, while also collaborating effectively with others, makes him an asset to any team. His contribution to the Swaraj launch event was invaluable, and I am confident that he will continue to excel in future endeavors.

I wholeheartedly recommend Dev Mittal Gupta for any opportunity he may pursue. His skills, dedication, and enthusiasm make him an excellent candidate for any position he chooses to take on.

If you require any further information or would like to discuss Dev's qualifications, please do not hesitate to contact me at [Agency Phone Number] or [Agency Email].

Sincerely, [Your Name] [Your Position] Contiloe Production

Date: 22ndAugust 2023



Ms.Tanisha Jain,

Sub: Contract for your internship programme.

With reference to above and the subsequent representations made before us in our office, this contract shall serve to confirm the following terms & conditions, as mutually agreed upon.

- 1. You will commence your internship programme with us an Intern Content Writer with the Content Team with effect from 22nd August 2023.
- 2. The Company shall provide you with the essential facilities within the office like internet access, necessary to commence and satisfactorily complete your duties during the trial period. You will take due care to use all facilities in an orderly manner and avoid breakdowns, malfunction, etc.
- 3. Stipend ₹ 15,000/- Per month
- 4. You will visit office as per requirement further to your discussion with the Lead: Content Team.

Software Copyrights:

- (a) It is company policy to strictly adhere to the licensing conditions of any software that it uses. You will be Required to strictly adhere to this policy. You must not copy or distribute for your own use or any other person or company, any software used or developed by the company unless it is under the express instruction of the Directors. Any breach of this clause may be treated as gross misconduct.
- (b) The company has a policy for usage of computer facilities and Internet/ Intranet, which you must make yourself aware of. Any violence would be deemed and treated as a serious misconduct.
- (c) You would be responsible for any misuse of the facility, which exposes the company to any liability. You would be required to pay damages as applicable, for any liability that is caused to the company.
- (d) You will immediately disclose to the company any invention, improvement, source code or design, reports, analytics made by you whether alone or with others during your tenure with the company and whether or not the same is capable of protection as intellectual property by patent, copyright, design right, as a trademark or by other means and you shall not use, disclose to any person or exploit the same without the express prior consent of the company.
- 5. As a Professional in the area of your services, you hereby confirm having agreed "Knowledge & the Resources provided to acquire it are the Valuable Assets". While earning your contractual charges you will be acquiring more "Knowledge & Experience" from the resources provided by the company at their own expense even during the trial period. It is therefore, absolutely necessary for you to ensure that you appraise of your new creative, discovered & marketable talents quite often to the undersigned and the Head/Practice Lead/Team Lead of the Digital Marketing team and/ or any other person nominated by the company for this purpose. This sort of interaction and positive results thereof shall establish more enduring professional relationship & confidence to achieve progress together with the company in your existing and diverse areas of your Professional Services.



- 6. The company shall measure and/or evaluate the Projects developed by you and/ or your contribution in a project developed jointly with other Puremates, time consumed, its quality and effectiveness as per the criteria laid down by the company. You will provide correct data as may be required from time to time. Measurement/ Evaluation made by the company shall be effective and binding upon you.
- 7. Even during the trial period you will be acquiring, on Trust, products, information, knowledge about the processes and procedures, manufacturing, marketing & other trade secrets forming valuable asset of the company. None of these "Knowledge & Product Assets" including those, which may not have been mentioned here specifically, shall in any manner be delivered, disclosed, divulged, or made known to anyone. Failure to hold these assets in trust exclusively for the company shall be regarded as a serious Breach of Trust. A Non-Disclosure and Confidentiality Agreement with the company may also be required to be executed by you.
- **8.** You hereby agree to abide by the Company Rules presently in force and, that may be enforced by the company from time to time here-in-after.
- **9.** You will be responsible and reporting to the undersigned and the Head/Practice Lead/Team Lead of the Digital Marketing team and/ or any other person nominated by the company for this purpose. In the event, in your opinion any legitimate policy or individual matter is not getting resolved within a reasonable time and, is adversely effecting company's ability to market value added products and, your growth as Professional, you are entitled to represent your case before the undersigned after successful completion of the trial period
- **10.** In the event of any conflict, as a Qualified Professional you will be expected to resolve it in a descent, disciplined and systematic manner. Expression of any dissatisfaction by way of neglecting your professional duties, remaining absent, leaving office during working hours, devoting time and/ or using 'facilities' for such acts which you consider as 'Prospects' for you and, similar activities shall be considered as one of the serious 'indiscipline activity'. In the event of any dispute and/ or difference relating to the quality and quantity of assigned work the decision of the Company shall be final and binding on you.
- 11. Your address as mentioned in this letter and your Permanent Address mentioned by you in your above Resume/ CV shall be deemed to be the correct addresses for posting any letter(s) and/ or conveying any message(s), etc., whenever so needed by the company. Unless intimated to the company sufficiently in advance all letters, messages and others posted at your this address shall be deemed to have been done correctly and received by you.
- **12.** In confirmation and acceptance of all above terms and conditions please sign the duplicate copy hereof and return to the company.

For Puretech Internet Private Limited

I hereby confirm acceptance

Kainath Rizvi Lead - Human Resources & Administration Tanisha Jain

Appointment Letter Inbox Search for all messages with label Inbox Remove label Inbox from this conversation



Tanisha Soni

Tue, Nov 5, 11:53 AM (13 days ago)

to me

Sanskriti Events

54 Evershine Mall, Link Road, Malad (W), Mumbai

Memorandum of Understanding (MOU)

This Memorandum of Understanding entered into on this 02nd August day of 2023-December - 2024("Effective Date"), by and between Sanskriti Events Mumbai ("Company") and Ms. Tanisha Soni ("Employee")

1. Provision of Company Property

In consideration of Ms. Tanisha employment with Sanskriti Events Mumbai, the Company agrees to provide the following items to Ms. Tanisha for the duration of her employment:

Xiomi Poco F1 Smartphone + Mobile cover + Charger with Jio prepaid sim card with mob num 8104705133 (Fully loaded)

Office female washroom keycard

Office Key & Diary

Ms. Tanisha acknowledges receipt of the above-mentioned items and agrees to use them solely for the purpose of performing her duties for Sanskriti Events Mumbai.

2. Responsibility for Company Property

Ms. Tanisha agrees to use the provided items responsibly and take reasonable care to ensure they remain in good working condition throughout the duration of her employment. Any damage or loss incurred during Ms. Tanisha possession of the items shall be her responsibility.

3. Return of Company Property

Upon the termination of Ms. Tanisha employment with Sanskriti Events Mumbai, for any reason whatsoever, she agrees to promptly return the following items to the Company in the same condition as they were provided, reasonable wear and tear accepted:

I agree the same.

[Employee's Signature] Ms Tanisha Soni

HARE KRISHNA MEDIA TECH PRIVATE LIMITED

Regd. Office: Unit No. 1201, Aston, Sundervan Complex Lokhandwala Road, Andheri (West) Mumbai - 400053, Maharashtra, India. CIN: U74900MH2016PTC282557

Date- 16th Jan, 2024

To, Ms. Reet Sharma PAN: MNSPS0477A

Subject: Appointment Letter for Stylist Asst.

Dear Ms. Reet Sharma, we are pleased to offer you the position of **Stylist Asst.** at **Hare Krishna Media Tech Pvt. Ltd**. We believe that your expertise will greatly contribute to our organization's ongoing success.

Following our interview and assessment process, we have carefully reviewed your application and are pleased to extend this formal offer of employment. The terms and conditions of your appointment are as follows:

- Position: Stylist Asst.
- Department: Costume
- Start Date: 17th Jan, 2024
- Working Hours: 09am to 9pm (or as per Shoot schedule)
- Probationary Period: The first 15 days will serve as a probationary period, during which both
 parties can assess the suitability of the employment relationship. At the end of this period, you
 performance will be reviewed, and a decision regarding your continued employment will be
 made.
- · Reporting Line: You will report to Ms. Moumita Das and Ms. Anaika Poovadan .
- Location: Your primary workplace will be at Stage 3, Vrundavan Studio, Malad west, Mumbai- 400095.
- Salary- Table encl.

We trust that you will find this offer to be competitive and in line with your qualifications and experience. To accept this offer, please sign and return a copy of this letter.



Letter of appointment

Deron Davis

Dear Deron,

I am pleased to extend this formal offer of employment for the position in the Pre-Production Team of our upcoming project. We were highly impressed with your skills, experience, and enthusiasm, and your talents will be a valuable addition to our team.

Position: Editor & Direction Team

Salary: INR 15,000 per month

Your anticipated start date is between 23/10/23 and your initial contract will be for a period of 3 months, subject to renewal based on performance and project requirements.

The majority of the pre-production process and filming will be conducted in Kasaragod. However, there are a few scenes that necessitate the team's presence in Wayanad. I want to assure you that all associated travel, accommodation, and meal expenses during this period will be fully covered by the production.

You will play a key role in shaping the creative vision of our project, and your contributions will be instrumental in achieving our artistic goals. Job responsibilities and further details about the project will be shared with you in the upcoming days. If you agree with the terms outlined, kindly sign and return a copy of this letter as soon as possible. Additionally, we will require the following documents:

1. Copy of your Photo ID (Aadhar Card, Passport, or Driver's License)

2. Passport-sized photograph

3. Bank Account details for salary processing

These documents can be submitted along with your signed appointment letter. Please send the required information to gravityfilms2024@gmail.com

We are excited about the prospect of working with you and your skills and experience will contribute to the success of our project.

Congratulations again on your appointment, and we look forward to welcoming you to our team.

Best regards,

Shabna Narayan

HR

Gravity Films



Signature

GRAVITY

OFFER Letter

DEVANSH MISHRA

Dear Devansh ,

I am pleased to extend this formal offer of employment for the position in the Pre - Production Team of our upcoming project. We were highly impressed with your skills, experience, and enthusiasm, and your talents will be a valuable addition to our team.

Position: Concept Artist

Salary: INR 15,000 per month

Your anticipated start date is between **01/10/23** and your initial contract will be for a period of **3 months**, subject to renewal based on performance and project requirements.

The majority of the pre-production process and filming will be conducted in Kasaragod. However, there are a few scenes that necessitate the team's presence in Wayanad . I want to assure you that all associated travel, accommodation, and meal expenses during this period will be fully covered by the production.

You will play a key role in shaping the creative vision of our project, and your contributions will be instrumental in achieving our artistic goals. Job responsibilities and further details about the project will be shared with you in the upcoming days. If you agree with the terms outlined, kindly sign and return a copy of this letter as soon as possible. Additionally, we will require the following documents:

1. Copy of your Photo ID (Aadhar Card, Passport, or Driver's License)

2. Passport-sized photograph

3. Bank Account details for salary processing

These documents can be submitted along with your signed appointment letter. Please send the required information to gravityfilms2024@gmail.com

We are excited about the prospect of working with you and your skills and experience will contribute to the success of our project.

Congratulations again on your appointment, and we look forward to welcoming you to our team.

Best regards,

Shabna Narayan

HR

Gravity Films

Signature

Frizzon Services Private Limited

CIN: U63000DL2016PTC298835

Relieving / Work exp rience Lette r

Date: 21-10-2023

FRIZZON

To Whomsoever It May Concern

This letter serves to certify that Miss. Sakshi Salvi was employed at Frizzon Services Pvt Ltd in the position of Social Media Trainee from 9th July 2023 Throughout the duration of employment, Sakshi received a monthly salary of INR 15,000/- Pm.

During Sakshi's tenure with Frizzon Services Pvt Ltd, she consistently exhibited a high level of professionalism and conducted herself with utmost dedication. Her contributions and commitment to her responsibilities were greatly appreciated.

Regards, For Frizzon Services Pvt Ltd

DocuSigned by: cural Quest 103D770C2DB8489...

Achal Gupt

info@frizzon.co

022-46080581

www.frizzonproductions.com



604 B wing, New India Chambers, Cross Road A, Next to Bindra Hotel, Chakala Industrial Area, (MIDC) Andheri East, Mumbai - 400093.



42 Anamika 99 IP Extension, New Delhi 110092.



bcw-global.com/genesisbcw +91 124 441 7500 Genesis BCW Pvt Ltd (Formerly known as Genesis Burson Marsteller Public Relations Pvt Ltd)

WPP Gurugram, Level 7, Tower-B, DLF Cyber Park, Phase III, Udyog Vihar Sector 20, Gurugram, Haryana- 122008

Internship Program letter

Aryan Singh Bansal C-202, Gurukripa Society, Evershine Nagar, Malad West, Mumbai 400064

12th July 2023

Dear Aryan,

Sub: Internship Program

We are pleased to offer Aryan Singh Bansal ("you" or "your") a limited term internship program ("Internship **Program**") with **Genesis BCW Private Limited** ("Company" or "us" or "we"). By signing this Internship Program Letter ("Letter"), you confirm your acceptance to these terms.

1 INTERNSHIP PROGRAM AND TERM

- 1.1 As part of the Internship Program, you would be provided an opportunity to work with us and avail training on various projects .While we understand that this is an opportunity for you to learn and grow, you are expected to deliver the Internship Work to the best of your abilities and with high level of integrity and due care.
- 1.2 Your Internship Program will start on 14th July 2023.
- 1.3 The Company will be under no obligation to offer you any role/ permanent or temporary employment or extend your Internship Program.
- 1.4 You will conduct the Internship Work at such time(s) and/or at such location(s), including our/Group Company's premises, as may be required by the Company/ Group Company from time to time.

2 PROVISION OF THE INTERNSHIP WORK

- 2.1 You shall comply with the Applicable Laws, applicable internal rules, regulations, administrative instructions/guidelines and policies of the Company in force from time to time including but not limited to the health and safety, security, dress, smoking, email and internet and equal opportunities, anti-Bribery and corruption policies and WPP Policy Book (incorporating the Code of Business Conduct) as applicable to us or our Group Companies performing the Internship Work You must also act in a polite, co-operative and non-discriminatory manner towards our and/or any Group Company's employees, clients, customers, suppliers and other business contacts.
- 2.2 You will take our prior written consent by giving us an advance 7 (seven) days' notice of any leaves that you intend to take or any other reason for which you shall not be able to provide the Internship Work during the Term of this Letter. You will not be paid any stipend for any period during which the Internship Work are not provided to us for any reason whatsoever.
- 2.3 We can at any time remove you from our premises or any Group Company's premises and not allow

ad 2connect

Offer Letter

Dear VIVek Jain,

Ad2Connect is pleased to offer you the Internship as "Junior Graphic Designer & Motion Graphic artist". Your joining date is September 2Ind July 2023.

We trust that your knowledge, skills and experience will be among our most valuable assets. We are offering you a monthly paid internship on a stipend of INR 8,500 per month. You will be in probation period for 6

months since joining date.

Internship stipend and its increment is purely based on the candidate's overall conduct and performance under the role they are hired for. Minimum 3 months of period is mandatory before any increment in stipend

is applicable.

You will be eligible to employee confirmation based on your performance and on completion of 6 months.

Appointment Policies & Rules

- It's a full-time role with work from office.
- First U months Bring your own device We have a culture of bring your own device. Incase candidate do not have the laptop; company will provide the same.
- Reimbursement Travelling to Mumbai for official purpose, traveling to client office in Mumbai, will be borne by company (not more than 1500 rs a month) after written approval in important cases. Traveling between inter-cities will require separate approval from management.
- Remuneration Cycle Remuneration will be credited to candidate in first week of the month by or before 8th of each month (Not applicable to employee in notice period).
- Probation Probation of 6 month is applicable on the appointment.
- Under probation, you will be evaluated and reviewed for your performance, achieving KPIs,
- delivering tasks on time and other responsibilities.
- Under probation sick or personal leaves will be paid leaves.
- After confirmation You can avail sick/PL upto in a month.
- For any leaves information much in advance to your reporting manager is mandatory.
- Notice Period Its mandatory to serve notice period of 60 days. If the candidate falls short of doing
- so, it will have its complication upon full and final settlement. Termination - If the management finds suspicious or unethical activities, activities of working for
- multiple firms at the same time, it has the right to terminate the employee with Immediate effect. without giving extra serving days.
- Working hours are from 9.30 am 6.30 pm from Monday to Friday
- Saturday working (work from home) hours are till 2 pm only.

ad 2connect

Leave policies & List of holidays in a calendar year and government holidays will be shared

- separately. Other employee details will be shared post all the Joining formalities are completed.
- Any other details with regards to list of holidays, leave policies etc will be shared separately after

Joining the firm.

Joining Formalities:

- Please complete all the joining formalities immediately upon signing this offer letter.
- Please share following identity proof and required documents along with signed offer letter-
- - Higher secondary education final marksheet UG/PG - Marksheet 10proof (Residential Proof) PAN & Aadhar Card Emergency Contact with name Salary Slip of 3 months or bank statement of 6 months. Relleving letter from previous employer

This document to be printed and signed and send back to us on email within 24 hours, After 24 hours this offer letter will be invalid.

Look forward to you joining our growing team.

Authorised By Akanksha Dvivedi (CEO) Date: 2Ind July 2023. Place: Mumbal



To Whom It May Concern,

We are writing to recommend Sahil H. who completed a 3-month internship with us at Contiloe Pictures Pvt. Ltd. as an Intern. During her time with us, Fairy displayed a high level of professionalism, creativity, and commitment to all the tasks assigned to her.

Fairy's primary responsibilities included providing research support for the development of new show concepts. Her thorough research and creative suggestions played a key role in shaping and refining the ideas for these projects. Additionally, Fairy was actively involved in managing content for our social media platforms, where her creative input helped maintain a consistent and engaging online presence.

Fairy consistently demonstrated strong communication skills and worked effectively within the team. She showed an ability to adapt to fast-paced environments, always delivering highquality work and embracing feedback with a positive attitude.

We are confident that Fairy will excel in any future role and bring the same dedication and enthusiasm to her next position. If you require further details about Fairy's performance during her internship, please feel free to reach out to us.

For Contiloe Pictures Pvt Ltd

V. VDeodua

Authorized Signatory





Nov 22nd, 2023

<u>Internship Offe</u> <u>rLetter</u>

Dear Krisha Dave,

We are pleased to offer you the position of Social Media Intern at Kreative Adda for a duration of six months. Your internship is scheduled to commence from 22nd Nov 2024. During this period, you will be reporting to Ms Shivani Joshi.

At Kreative Adda, we are dedicated to fostering a creative and dynamic work environment. As a Social Media Intern, you will have the opportunity to gain hands-on experience in managing our client's social media platforms, creating engaging content, and analyzing the impact of our social media activities. Your key responsibilities will include, but are not limited to:

- 1. Developing and implementing social media strategies to increase brand awareness and engagement.
- 2. Creating and curating content for social media platforms.
- 3. Managing social media accounts and profiles.
- 4. Monitoring and responding to comments, messages, and mentions on social media.
- 5. Analyzing social media data and metrics to track performance and optimize strategies.
- 6. Collaborating with other teams, such as marketing, customer service, and sales, to ensure a cohesive social media presence.
- 7. Staying up-to-date on social media trends and best practices.
- 8. Managing social media advertising campaigns.
- 9. Building relationships with influencers and industry partners.
- 10. Ensuring compliance with relevant laws and regulations, such as data protection and advertising guidelines.

Your stipend will be INR 8,000 per month, which will be paid on the 15th of each month. Please note that this internship is a learning and development opportunity, and as such, it does not include additional benefits such as health insurance or paid leave. The working hours of your internship would be 11:00 to & 7:00 from (Monday To Friday) & 11:00 To 4:00 o (Saturdays).

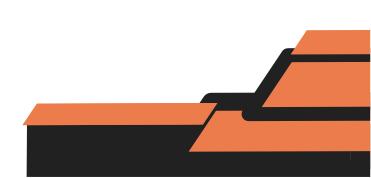
As per the terms of your employment contract, you are required to complete a minimum of six months working period and provide one month notice period before resigning from your position.

To confirm your acceptance of this offer, please sign and return a copy of this letter by [Date, typically one week from the date of the letter]. If you have any questions or require further information, please do not hesitate to contact us at 8422080915.

We are excited about the prospect of you joining our team and contributing to our social media efforts. We believe that your skills and enthusiasm will be a valuable addition to Kreative Adda.

Sincerely,

Sumit Singh Founder & CEO Kreative Adda





Pinkvilla Media Private Limited, 302, Idea Square, New Link Road. Andheri West, Mumbai - 400053

June 15th, 2023.

Ms. Isha Shrivastav ishashrivastav.pinkvilla@gmail.com

Dear Isha,

We are pleased to have you on board as a Social Media- Executive in our organization.

Following are the terms of our association:

- Date of Joining- June 15th, 2023.
- You will be paid an annual Compensation of Rs. 300,000/- p.a. subject to a 10% TDS deduction as applicable by Government of India rules.
- During your stint with the Company, you are to devote your time, energy, attention, and ability tothe affairs of the Company in line with the assigned deliverables. You will not involve yourself directly or indirectly in any business activities with any other Company apart from Pinkvilla.
- You will be eligible for 2 paid leave per month along with the set public holidays for the calendar vear.
- Under no circumstances will you disclose to any outsider or through any failure to exercise due care and diligence permit or cause any unauthorized disclosure of any information whatever that may come to your knowledge, directly or indirectly, during your employment, relating to the affairs of the company and its customers, and you shall keep all such information strictly confidential.
- You shall be responsible for the safekeeping and return in good orders of all the properties of the company such as equipment, reference materials, etc. which may be in your possession, custody, care, or charge. The company shall have the right to recover the monetary value of such properties from your dues and take such other action as it deems fit in the event of your failure to account for properties whether during the course of service or otherwise.
- All ideas, inventions, design, software, and all other intellectual property thatmay be developed by you or in the development of which you have played any role while you are in the employment of the company will solely and absolutely belong to the company. You shall not be entitled to claim ownership of any rights on the same.



To Whom It May Concern,

We are writing to recommend Fairy Jain, who completed a 3-month internship with us at Contiloe Pictures Pvt. Ltd. as an Intern. During her time with us, Fairy displayed a high level of professionalism, creativity, and commitment to all the tasks assigned to her.

Fairy's primary responsibilities included providing research support for the development of new show concepts. Her thorough research and creative suggestions played a key role in shaping and refining the ideas for these projects. Additionally, Fairy was actively involved in managing content for our social media platforms, where her creative input helped maintain a consistent and engaging online presence.

Fairy consistently demonstrated strong communication skills and worked effectively within the team. She showed an ability to adapt to fast-paced environments, always delivering highquality work and embracing feedback with a positive attitude.

We are confident that Fairy will excel in any future role and bring the same dedication and enthusiasm to her next position. If you require further details about Fairy's performance during her internship, please feel free to reach out to us.

For Contiloe Pictures Pvt Ltd

V. VDeodua

Authorized Signatory





To Whom It May Concern,

We are writing to recommend Unnati Dwevedi, who completed a 3-month internship with us at Contiloe Pictures Pvt. Ltd. as an Intern. Throughout her internship, Unnati demonstrated a high level of professionalism, commitment, and creativity in all tasks assigned to her.

Unnati's primary responsibilities included providing research support for various projects, particularly in developing new show concepts. Her research and creative input were instrumental in shaping the direction of these concepts, contributing significantly to their development. Additionally, Unnati assisted with managing content for our social media platforms, where her ability to craft engaging and relevant content helped strengthen our online presence.

Unnati displayed excellent communication skills and consistently collaborated well with the team. She was always open to feedback and showed the ability to adapt quickly to new challenges, delivering high-quality work in a fast-paced environment.

We are confident that Unnati will excel in any future role she takes on and bring the same level of dedication and enthusiasm to her next position. If you require further details about Unnati's performance during her internship, please feel free to reach out to us.

For Contiloe Pictures Pvt Ltd

V. Deodus

Authorized Signatory



Contiloe Pictures Pvt. Ltd., Lotus Nilkamal Business Park, Plot Nos. C - 18, C - 19, C - 20 & C - 21, Dalia Industrial Estate, New Link Road, Andheri (W), Mumbai - 53. (1) +91 22 4073 1111 (2) www.contiloe.in CIN : U92120MH2007PTC175942



Date: 16th February 2023

Dear Ekta Appur, Congratulations!

Ekta Appur. SYBAMMC-B Deviprasad Goenka Management College of Media Studies

Placement Officer - Shravani Vichare Show name - Superstar Singer 3 Department - Talent Team Production house - TCT (The Content Team) Channel - Sony Entertainment Television

Thank You Shravani Vichare Maam for your Support!

Thank you for your dedication during your internship with our talent team. Your contribution to the casting process for the singing reality show (Superstar Singer 3) was invaluable. Your enthusiasm and commitment did not go unnoticed, and I'm confident you'll excel in your future endeavours.

Have Done a fantastic job, have tried and put all her effort to the Best. Appreciated!

All The Best Wishes for a wonderful Journey.



(Signature and Date)

Mita Pawan (Head Of Talent Department) Date: 16-02-2023.



To Whom It May Concern,

We are writing to recommend Samratshaik who completed a 3-month internship with us at Contiloe Pictures Pvt. Ltd. as an Intern. During her time with us, Fairy displayed a high level of professionalism, creativity, and commitment to all the tasks assigned to her.

Fairy's primary responsibilities included providing research support for the development of new show concepts. Her thorough research and creative suggestions played a key role in shaping and refining the ideas for these projects. Additionally, Fairy was actively involved in managing content for our social media platforms, where her creative input helped maintain a consistent and engaging online presence.

Fairy consistently demonstrated strong communication skills and worked effectively within the team. She showed an ability to adapt to fast-paced environments, always delivering highquality work and embracing feedback with a positive attitude.

We are confident that Fairy will excel in any future role and bring the same dedication and enthusiasm to her next position. If you require further details about Fairy's performance during her internship, please feel free to reach out to us.

For Contiloe Pictures Pvt Ltd

V. Deodua

Authorized Signatory





Date:20th Nov 2023

Mr.Aryan Mangesh Bandarkar 6/26 Prabhunath Dube Chawl Shyamnagar, Jogeshwari(East) Mumbai

Subject: Appointment Letter

Dear Mr.Aryan Bandarkar,

I am pleased to inform you that your internship with MediaBuzz PR & Marketing has been confirmed in the capacity of a Video Editor intern. Your salary shall be Rs. 15,000/- (Fifteen Thousand Rupees) per month less applicable Taxes, inclusive of all allowances, conveyance, mobile charges etc.

As agreed, your starting date will be 25th Nov ,2023 and your work timings from 12 am to 7 pm Monday to Saturday. If you have further queries about your employment, you may contact me directly or approach the HR department. Congratulations on your appointment and welcome to MediaBuzz PR & Marketing. We look forward to years of fruitful cooperation and success. We wish you the best of luck in your new post.

Sincerely,

Kartikee Yadav



Letter Of Recommendation

To Whom It May Concern,

We are pleased to recommend Shravani Khairmode, who completed a 3-month internship with us at Contiloe Pictures Pvt. Ltd. as an Intern. During her time here, Shravani displayed remarkable professionalism, dedication, and enthusiasm toward all tasks assigned to her.

Shravani primarily contributed to editing for our YouTube channel, Mythomania, and Instagram account. She also played a key role in researching content and assisting with Albased image generation. One of her standout contributions was her involvement in auditions, where she demonstrated great attention to detail and creative insight. Her technical skills in editing and familiarity with creative processes were particularly impressive, exceeding our expectations.

In addition to her technical prowess, Shravani worked effectively within the team, demonstrating strong communication skills and a collaborative spirit. Her positive attitude and receptiveness to feedback made her an invaluable part of our creative process. She adapted quickly and became a trusted team member who could be counted on to deliver high-quality work.

Shravani has proven herself to be a dependable, motivated, and capable individual, who is more than ready to take on new challenges. We have no doubt she will bring the same enthusiasm and professionalism to any future roles she undertakes.

Please feel free to contact us for any further information regarding Shravani's performance during her internship.

For Contiloe Pictures Pvt Ltd

Authorized Signatory





KSHITIKSHA

+9|-8433263544

303. Omicron I. Greater Noida. Uttar Pradesh -201310

kshitikshafoundation@gmail.com

July 15, 2023

Internship Offer Letter

Dear Palak Chauhan

비

461

सव जन

On behalf of Kshitiksha Foundation, I would like to extend this opportunity as a 'Content Writing/Marketing' intern, reporting to Ms Tanya Upadhyay, Relationship Manager, Kshitiksha Foundation. Your main tasks and responsibilities will be:

1. Accomplish certain activities assigned during Internship.

- 2. Raising funds through donation appeal content.
- 3. Creating an internship report at the end of the tenure.

As discussed at the time of Interview, this would be an unpaid internship for 3 month duration

By Signing below, you will be accepting the above terms. For any questions and clarifications, feel free to call or mail me at the contact information mentioned below.

Once again, we look forward to you joining the team.

Deepak Kumar Director Kshitiksha Foundation Noida

NEWAGE~ Media Partner Pvt Ltd

Date : 8th July 2023

To, Ms. Keshari Dandgavan Mumbai

Subject : Appointment letter as Media Assistant

Dear Keshari,

C-1 - 2

Further to your personal interview with us, we are pleased to appoint you as Media Assistant for Loksabha elections 2023 as a short-term assignment in our company with effect from 11th July 2023, subject to the following terms and conditions.

Work profile: Conducting thorough media monitoring across TV/Print/Electronic/Social Media/Digital Media, promptly addressing voter queries, and tracking candidates' social media spending. Delivering timely reports for informed decision-making.

Detailed work :

- Tracking: Diligently monitor various social media platforms, including but not limited to Twitter, Facebook, Instagram, and YouTube, as well as electronic media channels such as news websites and online streaming platforms as well as all TV news channels and newspapers.
- Real-Time Reporting and Adaptation: Providing real-time updates and reports on activities and trends to the campaign team allows for quick adaptation of strategies. This may involve identifying emerging issues or opportunities and recommending appropriate actions.
- Responding to Engagement: Engaging with users who interact with the candidates' and election commissions' social media handles or content may also be part of the role. This could involve responding to queries, addressing concerns, and fostering positive interactions.
- **Tracking Media Coverage:** Beyond social media, tracking electronic media such as news websites, online publications, and even broadcast media, print media for mentions of the candidates.
- Compliance: Stay abreast of electoral regulations and guidelines pertaining to online campaigning and advertising. Ensure that candidates adhere to these regulations and promptly report any violations to the relevant authorities.

-1 www.mediapartner.inl\ 022 25

022 25870 301 1302

Regd. Office: 302, United Business Park, Behind Old Passport Office, Road No.11, Wagle Estate, Thane (W) Mumbai- 400604 Delhi Branch Office - 301, 3rd Floor, RG Trade Tower, Netaji Subhash Place, Pitampura, New Delhi -110034 Aurangabad 712/13, Software Technology Park of India (STPI) Opp. Garware Stadium, MIDC, Aurangabad- 431210 • **Confidentiality:** Exercise discretion and uphold strict confidentiality in handling sensitive electoral information. Safeguard the integrity of the monitoring process by maintaining impartiality and professionalism at all times.

It is expected that you will perform your duties diligently with complete dedication and due responsibility by observing discipline and displaying good conduct towards both internal and external entities.

You need to provide all your personal details to HR for entering into office records along with set of 2 passport size photographs.

- Rotational Shifts: 7 am to 3 pm OR 3 pm to 11 pm OR any other shift time.
- Location: District Collector Office
- Holidays: No holidays during work.
- Remuneration: INR 20,000/- per month
- Internship End Date : 21st July 2024

Please note, this is purely short duration assignment for Loksabha 2024 elections, hence no any liabilities will be entertained apart from fixed per month remuneration.

You may please sign the duplicate of this letter by way of your acceptance of the offer as above.

Wish you all success.

Thank You.



Prasad Kulkarni Business Head New Age Media Partner Pvt. Ltd.





www.kreativeadda.in

Office no 401 Prithvi Plaza Indralok Phase 3 Near SK school Mira Bhayander, 401107

May 22th, 2023

<u>Internship Offe</u> r Letter

Dear Arhan Khan

We are pleased to offer you the position of Social Media Intern at Kreative Adda for a duration of six months. Your internship is scheduled to commence on 01 June 2023. During this period, you will be reporting to Ms Shivani Joshi.

At Kreative Adda, we are dedicated to fostering a creative and dynamic work environment. As a Social Media Intern, you will have the opportunity to gain hands-on experience in managing our client's social media platforms, creating engaging content, and analyzing the impact of our social media activities. Your key responsibilities will include, but are not limited to:

- 1. Developing and implementing social media strategies to increase brand awareness and engagement.
- 2. Creating and curating content for social media platforms.
- 3. Managing social media accounts and profiles.
- 4. Monitoring and responding to comments, messages, and mentions on social media.
- 5. Analyzing social media data and metrics to track performance and optimize strategies.
- 6. Collaborating with other teams, such as marketing, customer service, and sales, to ensure a cohesive social media presence.
- 7. Staying up-to-date on social media trends and best practices.
- 8. Managing social media advertising campaigns.
- 9. Building relationships with influencers and industry partners.
- 10. Ensuring compliance with relevant laws and regulations, such as data protection and advertising guidelines.

Your stipend will be INR 5,000 per month, which will be paid on the 15th of each month. Please note that this internship is a learning and development opportunity, and as such, it does not include additional benefits such as health insurance or paid leave. The working hours of your internship would be 11:00 to & 7:00 from (Monday To Friday) & 11:00 To 4:00 o (Saturdays).

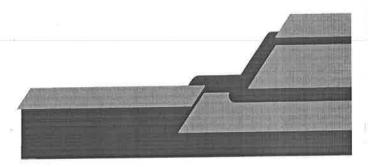
As per the terms of your employment contract, you are required to complete a minimum of six months working period and provide one month notice period before resigning from your position.

To confirm your acceptance of this offer, please sign and return a copy of this letter by [Date, typically one week from the date of the letter]. If you have any questions or require further information, please do not hesitate to contact us at 8422080915.

We are excited about the prospect of you joining our team and contributing to our social media efforts. We believe that your skills and enthusiasm will be a valuable addition to Kreative Adda.

Sincerely,

Sumit Singh Founder & CEO Kreative Adda





Date: 28/10/2023

From:

OIEG Education Services LLP (The Employer) (A division of The Oxford International Education Group) A004A Boomerang Chandivali Farm Road Powai, Mumbai, India – 400072

To:

Neha Ghosh (You, The Employee) 321/E Sukh Sagar Apt Goddeo Naka Fatak Road Bhayandar east

Dear Neha,

I am pleased to inform you that you have successfully cleared your interview and I am delighted to confirm our offer of employment as Pre-Arrival Advisor, India with OIEG Education Services LLP (a division of Oxford International Education Group, The essential Terms and Conditions are as follows:

Learning without Limits

- Job title
 Pre-Arrival Advisor, India
- Start date 01/11/2023
- Reporting to
 Head of Operations, India
- Salary
 Rs. 33000 per calendar month to be paid on the 7th day of each month and subject to applicable statutory tax and other mandatory deductions.
- Contract Full-time, Permanent
- Probation period 03 months

1. Job Purpose

The Pre-Arrival Advisor will be responsible for coordinating with university, students and agents for admissions, information, queries, visa documents and any other administrative or support responsibilities as outlined from time to time.

2. Duties and Services

You are expected at all times faithfully, assiduously and to the best of your ability, experience and talent, perform to the Company's satisfaction, all of the duties that may be assigned to you, from time to time. While you are in employment with the Company, you will not engage in any other employment, business or activity without the written consent of the Company. While you render services to the Company, you also will not assist any person or organization in competing with the Company or in hiring any employees of the Company. Prior to executing this Agreement and beginning employment with the Company you are expected to be officially relieved from all employment obligations from any prior employers. To the extent you have not been officially relieved by all prior employers, your employment with the Company will be void ab initio and the Company will have no further obligations pursuant to this agreement.

UNIVERSITY PARTNERSHIPS | ENGLISH LANGUAGE | OI DIGITAL INSTITUTE | EDUCATION SERVICES

Oxford International Education Group | 259 Greenwich High Road London United Kingdom SE10 8NB +44 (0)20 8239 I Sinfo@oxfordinternational.com I @ oxfordinternationaleducationgroup.com



<u>Internship Offe</u> r Letter

Dear Jeenav Jain,

We are pleased to offer you the position of Social Media Intern at Kreative Adda for a duration of six months. Your internship is scheduled to commence on 01 July 2023. During this period, you will be reporting to Ms Shivani Joshi.

At Kreative Adda, we are dedicated to fostering a creative and dynamic work environment. As a Social Media Intern, you will have the opportunity to gain hands-on experience in managing our client's social media platforms, creating engaging content, and analyzing the impact of our social media activities. Your key responsibilities will include, but are not limited to:

- 1. Developing and implementing social media strategies to increase brand awareness and engagement.
- 2. Creating and curating content for social media platforms.
- 3. Managing social media accounts and profiles.
- 4. Monitoring and responding to comments, messages, and mentions on social media.
- 5. Analyzing social media data and metrics to track performance and optimize strategies.
- 6. Collaborating with other teams, such as marketing, customer service, and sales, to ensure a cohesive social media presence.
- 7. Staying up-to-date on social media trends and best practices.
- 8. Managing social media advertising campaigns.
- 9. Building relationships with influencers and industry partners.
- 10. Ensuring compliance with relevant laws and regulations, such as data protection and advertising guidelines.

Your stipend will be INR 8,000 per month, which will be paid on the 15th of each month. Please note that this internship is a learning and development opportunity, and as such, it does not include additional benefits such as health insurance or paid leave. The working hours of your internship would be 11:00 to & 7:00 from (Monday To Friday) & 11:00 To 4:00 o (Saturdays).

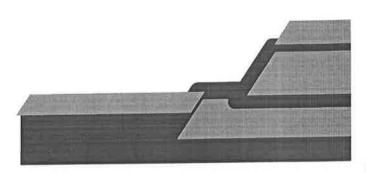
As per the terms of your employment contract, you are required to complete a minimum of six months working period and provide one month notice period before resigning from your position.

To confirm your acceptance of this offer, please sign and return a copy of this letter by [Date, typically one week from the date of the letter]. If you have any questions or require further information, please do not hesitate to contact us at 8422080915.

We are excited about the prospect of you joining our team and contributing to our social media efforts. We believe that your skills and enthusiasm will be a valuable addition to Kreative Adda.

Sincerely,

Sumit Singh Founder & CEO Kreative Adda







+91 8422080915

kreativeadda.ka@gmail.com

www.kreativeadda.in

Office no 401 Prithvi Plaza Indralok Phase 3 Near SK school Mira Bhayander, 401107

May 22th, 2023

<u>Internship Offe</u> <u>r Letter</u>

Dear Neel.siddhpura

We are pleased to offer you the position of Social Media Intern at Kreative Adda for a duration of six months. Your internship is scheduled to commence on 01 June 2023. During this period, you will be reporting to Ms Shivani Joshi.

At Kreative Adda, we are dedicated to fostering a creative and dynamic work environment. As a Social Media Intern, you will have the opportunity to gain hands-on experience in managing our client's social media platforms, creating engaging content, and analyzing the impact of our social media activities. Your key responsibilities will include, but are not limited to:

- 1. Developing and implementing social media strategies to ingrease brand awareness and engagement.
- 2. Creating and curating content for social media platforms.
- 3. Managing social media accounts and profiles.
- 4. Monitoring and responding to comments, messages, and mentions on social media.
- 5. Analyzing social media data and metrics to track performance and optimize strategies.
- 6. Collaborating with other teams, such as marketing, customer service, and sales, to ensure a cohesive social media presence.
- 7. Staying up-to-date on social media trends and hest practices.
- 8. Managing social media advertising campaigns.
- 9. Building relationships with influencers and industry partners.
- 10. Ensuring compliance with relevant laws and regulations, such as data protection and advertising guidelines.

Your stipend will be INR 5,000 per month, which will be paid on the 15th of each month. Please note that this internship is a learning and development opportunity, and as such, it does not include additional benefits such as health insurance or paid leave The working hours of your internship would be 11:00 to & 7:00 from (Monday To Friday) & 11:00 To 4:00 o (Saturdays).

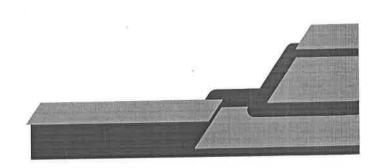
As per the terms of your employment contract, you are required to complete a minimum of six months working period and provide one month notice period before resigning from your position.

To confirm your acceptance of this offer, please sign and return a copy of this letter by [Date, typically one week from the date of the letter]. If you have any questions or require further information, please do not hesitate to contact us at 8422080915.

We are excited about the prospect of you joining our team and contributing to our social media efforts. We believe that your skills and enthusiasm will be a valuable addition to Kreative Adda.

Sincerely,

Sumit Singh Founder & CEO Kreative Adda





MAVEN AND BLOOM MARKETING AGENCY 8806697796 Mavenandbloom.in A 813, Jaswanti Allied Business Park Malad West, Mumbai

To :

Chetna Shastri,

13th May 2023

Greetings!

We are thrilled to extend this offer of employment to you for the position of Brand Manager at Maven And Bloom. After carefully reviewing your portfolio and considering your exceptional skills and expertise in design and video editing, we believe you would be a valuable addition to our dynamic team.

Job Title: Social Media Intern

Employment Type : Full-time Starting Date: 17th May 2023 Reporting to: Aayushi Jain Stipend: 7,000 INR Internship Period: 1 Month. (extendable on notice)

JD:

As a Social Media Intern, you will assist the social media team in implementing online marketing strategies through various social media platforms. You will gain hands-on experience in content creation, community management, and social media analytics while contributing to the overall digital marketing efforts of the organization.:

Responsibilities:

- l.Assist in creating and scheduling engaging content for various social media platforms such as Facebook, Twitter, Instagram, LinkedIn, etc.
- 2. Monitor social media channels for trending topics and relevant conversations.
- 3.Engage with the online community by responding to comments, messages, and inquiries in a timely manner.
- 4. Collaborate with the content team to develop multimedia content (images, videos, graphics) for social media posts.





MAVEN AND BLOOM marketing agency

5. Conduct research on industry trends and competitor activities to identify opportunities for growth.

6. Help in developing and implementing social media campaigns to promote brand awareness and drive traffic to the company's website.

7. Utilize social media management tools to track and analyze the performance of social media content and campaigns.

8. Assist in brainstorming creative ideas for social media content and campaigns.

9. Stay up-to-date with the latest social media trends, tools, and best practices.

10. Provide regular reports on key social media metrics and insights to the social media manager.

Termination of Contract: During the probation period, which is 3 months, the company reserves the right to terminate the contract at any time for any reason if it is deemed necessary.

We eagerly look forward to welcoming you to the team and are excited about the positive impact you will make on our clients' projects and our agency's growth.

Congratulations once again on your selection for this position. We are confident that you will thrive in this role and achieve remarkable success.

Regards,

Aayus

AAYUSHI JAIN Founder

www.mavenandbloom.in

MEDIABOX

28th July 2023 Melisa Moncy Mumbai

Sub: Internship Offer Letter

Dear Melisa,

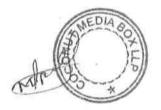
Based on our discussions, we are pleased to offer you the position of "Social Media Intern".

Joining Date: 01st August 2023

As a "Social Media Intern", you will be based in Mumbai.

Internship duration will be for three months. Your internship will start from **01st August 2023** and will complete on **31st October 2023.**

If any information furnished by you to the Company is found to be false or inaccurate, or if you are found to have willfully suppressed any material information, the Company shall be entitled to terminate your employment without notice.



Authorised Signatory Coconut Media Box LLP

COCONUT MEDIA BOX LIMITED LIABILITY PARTNERSHIP

Address : 5TH Floor, 501/A To 505/A, Kotla Nirman, New Link Road, Andheri West, Mumbai - 400053 | Tel: 022-62231333 | Employment Confirmation - Artist & Celebrity Manager Position at Sanskriti Events

Dear Aastha,

We are pleased to confirm your selection for the role of Artist & Celebrity Manager at Sanskriti Events.

Your training is scheduled for June 3rd and 4th, 2023, from approximately 2:30 PM to 5:30 PM each day. Your official start date will be June 5th, 2024, with working hours set from 11:30 AM to 7:30 PM, Monday through Saturday.

Please note that the initial month will serve as a mutual trial period. Upon successful completion of this period, we will proceed with a formal employment agreement outlining all terms and conditions. For this trial month, your salary will be INR 15,000, which will increase to INR 20,000 from the second month onward.

Additional information regarding your role will be provided during the training sessions.

We are excited to welcome you to Sanskriti Events and anticipate a productive and rewarding collaboration.

Thank you and best regards, Ankit Hassanandani, Founder & Director, Sanskriti Events