

ACCEPTANCE LETTER

We, the undersigned **NAME OF THE COMPANY**, confirm we are willing to host **NAME OF THE STUDENT** as trainee in our company.

The **sending** Institution, [**specify the name of the sending Institution**], will provide an accident and liability insurance to the trainee.

Planned period of the mobility:

from (day/month/year) _____ **till** (day/month/year) _____

total months (*at least 60 days*) _____

Detailed programme of the training period:

Main language of the traineeship:

We will guarantee the following facilities:

Financial support yes no if yes, amount in EUR/month:.....

Accommodation yes no

Canteen yes no

Others, specify:

Information on the host enterprise:

Legal Name of the company:	
Business Name:	
Legal address:	
City:	
Country:	
Telephone:	
Email-address:	

Type of Organisation (please check appropriate item):

	DESCRIPTION
<input type="checkbox"/>	Accreditation, certification or qualification body
<input type="checkbox"/>	Art Agents
<input type="checkbox"/>	Art association
<input type="checkbox"/>	Art Gallery
<input type="checkbox"/>	Artist Agent
<input type="checkbox"/>	Association of twinned towns
<input type="checkbox"/>	Audiovisual Operators

Audiovisual Consultant
Audiovisual training institute
Centre for Architecture
Choir
Cinema Theatres
Civil Society Organisation
Civil Society Organisations for European remembrance
Civil Society Organisations working at European level
Company specialized in new technologies applicable to the Audiovisual industry
Concert hall
Counselling body
Cultural operators
Dance Company
Design/Art centre
EU- wide network
European grouping of territorial cooperation
European NGO
European public policy research organisations (thinktanks)
Festival (non Audiovisual)
Film Distributor
Film Festival organization
Film fund or foundation
Film Literacy organization
Film Market organization
Film producer
Film Sales Agent
Film School
Foundation
Group of young people active in youth work
Higher education institution (tertiary level)
International agencies and organisations
International organization under public law
Large enterprise
Literatura Foundation
Local public body
Multimedia association
Multimedia company
Music Centre
Music producers
National Public body
National Youth Council
Non-governmental organization/association/social enterprise
Non-Profit making cultural organizations
Non-publically funded cultural organizations
Opera
Orchestra
Organisations active in the field of humanitarian aid

	Organization active in the field of Audiovisual archives
	Organization active in the organization of Audiovisual Events
	Organization or association representing (part of)the sport sector
	Other
	Pan European network active in the audiovisual sector
	Pan European network active in the culture sector
	Platforms of pan-European organisations
	Profit making cultural organisations
	Publically funded cultural organisations
	Publisher association
	Publishers
	Publishing Groups
	Regional Public body
	Research institute/centre
	School/Institute/Educational centre- Vocational Training (secondary level)
	School/Institute/Educational centre- Vocational Training (tertiary level)
	School/Institute/Educational centre-Adult education
	School/Institute/Educational centre-General education (pre-primary level)
	School/Institute/Educational centre-General education (primary level)
	School/Institute/Educational centre-General education (secondary level)
	Small and medium sized enterprise
	Social partner or other representative of working life (chambers of commerce, trade union, trade association)
	Sport club
	Sport federation
	Sport league
	Street art association
	Television broadcaster
	Theatre
	Twinning committee
	Twinning committee/Network
	Video Games Developer/Producers
	Video on Demand platform
	Web platform active in the audiovisual sector

Date:Name of company legal representative or supervisor:

Signature: **Company stamp**

FOR TRAINEESHIP APPROVAL

Date: Name of Erasmus Departmental Coordinator:

Signature: