



Date: 21/02/2022

Sub: Internship Offer Letter

Dear Vaishali pal

Based on our discussions regarding your remuneration and other details, we are pleased to appoint you as an Intern of Winslette Pvt Ltd. in the position of "Social Media Intern" Based in Gwalior. The following terms and conditions will be applicable.

1. **SALARY & ALLOWANCES:** You will be entitled to Gross Salary as per the annexure attached on Page 3.
 2. **EFFECTIVE DATE OF APPOINTMENT:** You will be required to join work latest by 28/02/2022. Your actual date of joining shall be deemed as your effective date of Appointment.
 3. **FULL TIME EMPLOYMENT:** This is a full time employment during the internship period, and therefore you shall devote full time to the work of company and will not undertake any direct/indirect business or work, consultation or part time activities, either honorary or remunerated, except with prior written consent from the management, in each case.
 4. **CONFIDENTIALITY & NON-DISCLOSURE:** In the course of your employment, you will be exposed to valuable confidential & trade secret information of the company. You shall treat all such information as confidential & should take all necessary precautions against disclosure of such information to third parties during & after the term of this agreement, except to the extent necessary to provide for the business expansion of the company.
 5. **MEDICAL FITNESS:** This appointment and its continuance are subject to your being found & remaining in sound physical and mental health. As and when required you shall report for any medical examination to a qualified doctor as recommended/ appointed by the company.
 6. **DOCUMENTS:** On the day of reporting, you are required to bring the following documents for our records. Your appointment is valid subject to submission of these documents on the joining date:
 1. Photocopy of Highest educational certificates
 2. Offer/Appointment letter and experience letter from the previous employer(s) (if any)
 3. 2 Recent Passport size photographs
 4. Photocopy of PAN card
 5. Address Proof (latest electricity bill or telephone bill)
- You shall conduct all activities under this appointment in accordance with sound business practices and ethics and in a manner which reflects favorably upon the company and its products and the goodwill associated herewith.
- Please submit to us a written acceptance of this offer by signing the second copy of this letter.