YOUR LOGO OR LETTERHEAD

Date:

Please be advised that:

Name of Staff Member or Apprentice

Apprentice contract: (TCID 335439\1)

Is an Apprentice/ Painter and Decorator and needs to travel from home to various sites of work for his Host Trainer and Painting and Decorating Company for the purposes of work (Monday to Friday) and to fulfil his apprentice training requirements. This work cannot be done from home.

Host Trainer Painting Company Name

Or

Painting Company Name

ABN:

Contact Details:

Mobile Phone:

If you have any further questions in regards to this matter please contact:

Your Name

Your Position

Your Contact details