

## Format company statement

The company issuing the declaration of employment for replacement of the internship must provide it on its own letterhead paper (indicating: Company name, address, telephone number, tax code) the following statement:

We certify that the Mr/Mrs (Name and Surname)

Born on \_\_\_\_ (date of birth) \_\_\_\_ in \_\_\_\_ (place of birth) \_\_\_\_, resident in  
\_\_\_\_ (address) \_\_\_\_\_

has worked at our company in \_\_\_\_\_ (headquarter - address) \_\_\_\_\_

from \_\_\_\_\_ to \_\_\_\_\_ at a full-time/ part-time with average number of hours  
per week equal to \_\_\_\_\_;

at the office \_\_\_\_\_

with the tasks

of \_\_\_\_\_

Place and date

The business manager  
(specify the status)

\_\_\_\_\_  
legible signature and stamp of the company

- Please note that:
- in order for the work carried out to be evaluated as a substitute for the internship work, it is necessary that it presents content of an intellectual nature suitable for a student enrolled in the Faculty of Economics;
- where the work has been carried out on a full-time basis, the number of working days must not be less than 30 8-hour working days, whereas if the work has been carried out on a part-time basis the total number of hours must be equivalent to at least 30 8-hour working days.