

Mahatma Education Society's  
**PILLAI COLLEGE OF ARCHITECTURE**

Dr. K.M. Vasudevan Pillai Campus, Sector 16, New Panvel, Mah. India 410 206.

Tel.: 022 2745 6100 /2745 1700 / 27481764 Fax: 022 2748 3208

WEB SITE : [www.pica.ac.in](http://www.pica.ac.in) Email: [pica@mes.ac.in](mailto:pica@mes.ac.in), [pica.panvel@gmail.com](mailto:pica.panvel@gmail.com)



### 1.3.2 Internships

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**ENTITY**  
architects

Architecture | Interior Design | PMC | Landscapes

www.entityarchitect.com

info@entityarchitect.com

Date: 25/11/2023

**Mr. Vinayan K Menon**  
302, Gurudham, Secor 4,  
Plot 65-66, New Panvel (E)

**Subject: Appointing for Internship at Entity Architects**

Dear, Vinayan Menon,

With reference to your application, we would like to congratulate you on being selected for an internship with Entity Architects based at New Panvel. Your training is scheduled to start effective from **1<sup>st</sup> Dec 2023** and the Internship will be conclude on 31<sup>st</sup> March 2024.

As such, your internship will include training/orientation and focus primarily on learning and developing new skills and gaining a deeper understanding of concepts through the hands-on application of the knowledge you learned in class.

The project details and technical platform will be shared with you on or before the commencement of training.

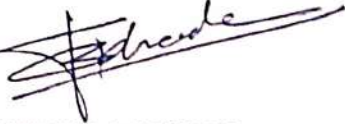
**Date of Joining: 1<sup>st</sup> Dec 2023**

**Job title:** Intern

**Working hours:** 9:30-6:30

**Terms and conditions:** Please sign the duly copy of the appointment letter signifying your acceptance.



  
**ENTITY ARCHITECT**  
**Ar. Siddhant V. Khade**  
**Principal Architect**  
**CA/2014/65149**

**ARCHITECTURAL :-** Residential | Villas | Healthcare | Hospitality | Industrial | Laisoning | Data Centre | Logistics Park  
**INTERIORS:-** Residential | Luxury Interiors | Commercial | Healthcare | Institutional | Hospitality

"Suyash Co-Op Housing Society", Row House No. 9, Plot No. 2, Sector 2, New Panvel(E.), Dist. Raigad, Navi Mumbai 410 206.

+ 91 98702 06807

contact@entityarchitect.com

24/12/2023

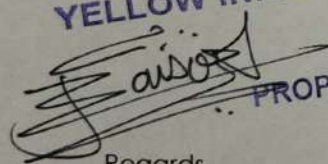
Ms. Honey Patel.  
4<sup>th</sup> Yr B.Arch,  
Pillai College Of Architecture,  
New Panvel.

Dear **Honey Patel**,

We refer to your application for practical training in our organization starting from December 2023.

We are pleased to inform you that you have been selected as a student intern from 27<sup>th</sup> December 2023 for a period of four month. Please join us on **27<sup>th</sup> December 2023**. The minimum period of internship is four months irrespective of your institution schedule.

With best wishes

**YELLOW INK STUDIO**  
  
**PROPRIETOR**

Regards,  
Ar. Shrish Jaiswal  
Principal Architect  
Yellow Ink Studio



DATE: 28/11/2023.

To,  
H.O.D  
Dept. of Architecture  
Pillai Collage of Architecture,  
Panvel,  
Navi Mumbai.

**Subject: ACCEPTANCE FOR PROFESSIONAL TRAINING OF YOUR  
FOURTH YEAR B. ARCH. STUDENT**

Dear sir / madam,

As per the Application of Ms. Tanisha Bhagwat Padghan, Semester-8, Year-4, B. Arch Course dated from Dec. 2023 to June 2024, I accept her as a trainee in my office and guide her for the subject's mentioned in the Deemed University B. Arch. syllabus for a period of 180 days.

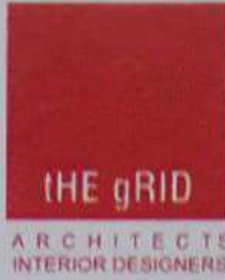
I have read the Learning Objectives of each Subject in the syllabus and I will assign the necessary work to her, so that she will be prepared to handle the Architectural and Construction Projects on her own.

Thanking you,  
Regards,

For **ankur associates**

(Prakash Kulkarni)  
CA/98/22909





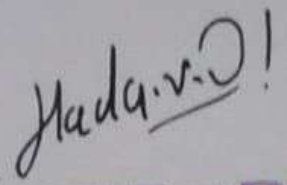
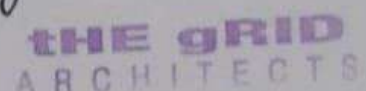
C-1001, Ganesh Meridian, Opp. New Gujarat High court, S.G Highway, Ahmedabad - 380060  
E-mail: [info@thegrid-arch.com](mailto:info@thegrid-arch.com)

### Acceptance Proforma

Name of the Architect : Sr. Ar. Vishwajeet Hada  
COA Registration No : CA/2010/47427  
Name of the Firm : The Grid Architects  
Address : C-1001, Ganesh Meridian,  
Opp. New Gujarat High Court,  
Near Audi Show Room,  
S.G.Highway, Ahmedabad.  
Telephone No : (079) 40027009  
E-Mail : [info@thegrid-arch.com](mailto:info@thegrid-arch.com)

Our firm is accommodating Ms. Sakshi Pathak student of Pillai College of Architecture, Panvel, Maharashtra as a practical intern from 1<sup>st</sup> December, 2023 to 31<sup>st</sup> May, 2024.

Place: Ahmedabad  
Date : 19-10-2023

Sign:   
Stamp: 

To: Director,  
Pillai College of Architecture,  
Panvel, Maharashtra

# VĀSTU SHILPĀ SANGATH LLP

LLPIN AAZ-4336  
(Formerly Vastu Shilpa Consultants)

October 12, 2023

Mr. Ankit Sreeranj  
MES Pillai College of Architecture  
Navi Mumbai.

Dear Ankit,

We refer to your application for practical training in our organization starting from November 2023.

We are pleased to inform you that you have been selected as a student trainee from 23<sup>rd</sup> November 2023 for a period of six months. Please join us on 23<sup>rd</sup> November 2023.

The minimum period of internship is six months irrespective of your institution's schedule.

Kindly confirm your acceptance by email immediately.

With best wishes,



Rajeev Kathpalia

**Architects | Planners | Urban Designers**

Registered Office : Sangath, Thaltej Road, Ahmedabad 380054, India  
Telephone +91-79-27454537 Email : vsc@sangath.org Website : www.sangath.org



HITEN SETHI & ASSOCIATES

ARCHITECTS | PLANNERS | INTERIOR ARCHITECTURE | PROJECT MANAGEMENT

Date: 01<sup>st</sup> Nov 2023

To,  
Tanvi Sonar,

**Subject: Letter for Internship**

Dear Tanvi,

On behalf of HSA, I am pleased to extend to you an architectural internship, which will commence from **01<sup>st</sup> Nov 2023**.

Your internship will include training/orientation and focus primarily on learning and developing new skills and gaining a deeper understanding of concepts through hands-on application of the knowledge you learned in class. While joining you are expected to get your own laptop with Revit and Auto cad latest versions (license copy) installed.

During your tenure, you may have access to confidential business information belonging to the Company. By accepting this offer, you acknowledge that you must keep all of this information strictly confidential, and refrain from using it for your own purposes or from disclosing it to anyone outside the Company.

I hope that throughout the internship your association with the Company will be successful and rewarding.

The offer letter is valid for 2 days from the date of receipt of this letter.

Thanking You.

Your's faithfully,

Sayli Sonar  
HR Manager

A handwritten signature in black ink, appearing to read 'Sayli', is written over a circular stamp. The stamp contains the text 'HITEN SETHI &amp; ASSOCIATES' around the perimeter and a small star at the bottom.

For & on behalf of Hiten Sethi & Associates





**A CUBE ARCHITECTS**

**Date : 27/11/2023**

**To,**  
**Ishita Ambre**  
M.E.S Pillai College of architecture.

**Subject : Internship Training**

**Dear Ms.Ishita Ambre**

In reference to your application, we would like to congratulate you on being selected for internship with **A Cube Architects** based at **1204, 12th Floor, Ellora fiesta, Plot No. 8, Sector 11, Sanpada, Opp Juhinagar Station, Navi Mumbai.**

Your training is scheduled to start from **1st Dec' 2023** for a period of **100 days**.

**Rules & regulation list is attached with the letter, Kindly Sign-Scan & resend it to us as your Confirmation.**

The project details and technical platform will be shared with you on or before commencement of training.

Again, Congratulations and we look forward to working with you.

Yours Sincerely,

**For A CUBE ARCHITECTS.**

**Ali Asgher Abbasi**  
**Principal Architect**

Sign:

**OFFICE RULES:**

**OFFICE:** 1204, 12<sup>th</sup> FLOOR, ELLORA FIESTA, PLOT-8, SECTOR-11, SANPADA, NAVI MUMBAI-400 705.  
**CONT:** 022 2775 6246/47 | **EMAIL:** [ali@acubearchitects.com](mailto:ali@acubearchitects.com) | **WEB:** [www.acubearchitects.com](http://www.acubearchitects.com).



- Office timings : 9.00am to 6.30 pm
- Lunch Break : 1.00pm to 1.30 pm
- Please bring your own laptop, Mouse , Pen drive And you have to work on your laptop only.
- Late Remarks : Applicable for anyone coming beyond 9.05 am 3 Late marks shall be counted as half day and 5 as full day & After coming 10:30 shall be counted as half day & Taking Holiday before 4:00 shall be counted as half day.
- Anyone taking **Friday or Monday** shall be accountable to 3 days leave. Which shall be deducted from your casual leave.
- Anyone taking leave for more than 3 days, leave application is required before minimum 15 days.
- During "WORK FROM HOME" in any pandemic situation half salary shall be given. .
- Avoid using social networking during office hours.
- **NOTE : NOT ABIDING BY THE RULES SHALL BE HIGHLY CONDEMNED BY THE ORGANISATION & STRICT ACTION SHALL BE TAKEN.**



Ali Abbasi  
Principal Architect



Deepesh Chandra  
Associate Architect



ARENA CONSULTANTS

20<sup>th</sup> November 2023

To,  
**Ms. Vaishnavi Gharat**

Add: P6-13, Shantivan Apartments,  
New Panvel, Nr. Panvel Station - 410206  
Cell no: 9370830982  
Email: vaishnavigharat30@gmail.com

### Appointment Letter

Dear Vaishnavi,

We have the pleasure of appointing you as '**Intern - Architect**' in our organization, effective from 20<sup>th</sup> November 2023, on the following terms and conditions:

1. You will be placed as 'Intern – Architect' which will help you to complete your requirements of professional practice and will be entitled to compensation of Rs.8000/- per month till the duration of this internship.
2. The duration of this training period will be for minimum 100 Days.
3. Your position is a whole-time association with the Firm and you shall devote yourself exclusively to the business and interests of the Firm.  
Considering above, we also would expect your cooperation and presence on the days of weekly/ public holidays, in case of any urgent client meeting or drawing development.
4. During this period, you shall be assigned with various and any task deemed necessary for a particular project; for which we expect positive approach and readiness from you to work upon it.
5. Your work in the organization will be subject to the rules and regulations of the organization as laid down in relation to conduct, discipline and other matters. You are also expected to keep all the information confidential and not permitted to carry any sort of data outside office premises without prior permission.
6. Office Timings- 9:00 am to 6:30 pm (Inclusive of lunch hours) on all working days  
Lunch hour: 30 minutes  
Paid Holiday: Saturday and Sunday of every month
7. This appointment is subject to your being, and remaining, medically fit.

Note:

- It is expected that individual compensation package would not be shared with other employees.

We are pleased to have you join our organization and are confident that you shall have a successful career with us. We welcome you to our pursuit of excellence!

**Best Regards,**  
**For Arena Consultants**

**Archana Sali**  
**Director & Principal Architect**

I accept

Sign

Name **Vaishnavi gharat**

2ND FLOOR, NAKSHATRA, WING A, NEAR TMC, ALMEIDA ROAD, PANCHPAKHADI, THANE (W) - 400 601.  
TEL.: (022) 2537 8701 / 2536 4700 • saakaararchitects@yahoo.co.in • saakaar@saakaar.co.in



29/11/2023


**To,  
The Principal,  
Pillai College of Architectural,  
Navi Mumbai.**

Sir/Madam,

This is to inform you that Ms. Saloni Rane a student of your college shall be joining our firm to undergo practical training for 100 days from 01 December, 2023.

Thanking you,

Yours Faithfully,  
For Saakaar



**Ar. Makarand Parange  
(Partner)  
Reg. No. CA-92/14995**



Date: 08/11/2023

To,  
**Ms. Namita Sudheendran,**  
**Pillai College of Architecture,**  
**New Panvel, Navi Mumbai.**

**Sub: Appointment as an Architect Intern**

We are pleased to offer you Internship as an Architect Intern with our organization. Your skill and background will be valuable assets to our team.

**Start Date: 1st December 2023.**

**Internship Period: 4 Months Up to 30<sup>th</sup> Of March 2024**

Office Timings:

9:30 am – 6:30 Pm  
Monday to Saturday

She required undertaking all the responsibilities assigned by us during time period of training.

Please acknowledge for the same.

Look forward to welcoming you in our office.

**Thanks & Regards,**

**M/s. Chetan Limbachiya**

**Ar. Chetan Limbachiya**

Principal Architect/ Proprietor





Date: 16/11/2023

**Miss. Mihika Bhagat**

New Panvel

**Subject: Appointing for Internship at Entitty Architects**

Dear, Mihika Bhagat,

With reference to your application, we would like to congratulate you on being selected for an internship with Entitty Architects based at New Panvel. Your training is scheduled to start effective from **18<sup>th</sup> Nov 2023** and the Internship will be conclude on 18<sup>th</sup> March 2024.

As such, your internship will include training/orientation and focus primarily on learning and developing new skills and gaining a deeper understanding of concepts through the hands-on application of the knowledge you learned in class.

The project details and technical platform will be shared with you on or before the commencement of training.

Your stipend during the internship will be INR 5000/month

**Date of Joining: 18<sup>th</sup> Nov 2023**

**Job title: Intern**

**Working hours: 9:30-6:30**

**Terms and conditions:** Please sign the duly copy of the appointment letter signifying your acceptance.

*M.Bhagat*



**ENTITTY ARCHITECT**

**Ar. Siddhant V. Khade**

**Principal Architect**

**CA/2014/65149**



December 1, 2023

Dear Sanika,

We are pleased to inform you that you have been selected for the position of 'trainee' at Parin Shah Architects, for the period starting from December 01<sup>st</sup>, 2023 to May 10<sup>th</sup> 2024.

THANK YOU,

YOURS TRULY

PARIN SHAH ARCHITECTS  
AR. PARIN SHAH<sup>th</sup> Floor, Harpal House,  
Kalaghoda, Mumbai - 1



C-1001, Ganesh Meridian, Opp. New Gujarat High court, S.G Highway, Ahmedabad - 380060  
E-mail: info@thegrid-arch.com

### Acceptance Proforma

Name of the Architect : Sr. Ar. Vishwajeet Hada  
COA Registration No : CA/2010/47427  
Name of the Firm : The Grid Architects  
Address : C-1001, Ganesh Meridian,  
Opp. New Gujarat High Court,  
Near Audi Show Room,  
S.G.Highway, Ahmedabad.  
Telephone No : (079) 40027009  
E-Mail : info@thegrid-arch.com

Our firm is accommodating Ms. Vidula Ghodekar student of Pillai College of Architecture, Panvel, Maharashtra as a practical intern from 1<sup>st</sup> December, 2023 to 31<sup>st</sup> May, 2024.

Place: Ahmedabad  
Date : 19-10-2023

Sign:  
Stamp:

**THE GRID**  
ARCHITECTS

To: Director,  
Pillai College of Architecture,  
Panvel, Maharashtra



Tanvi Hate &lt;tanvihate1610@gmail.com&gt;

## Selection for Internship - Tanvi Hate

5 messages

Shweta &lt;hr@hcontractor.com&gt;

27 November 2023 at 12:30

To: tanvihate1610@gmail.com

Cc: Behroz &lt;hr@hcontractor.com&gt;, Rajeshwari &lt;karlwadia\_exec@hcontractor.com&gt;, pearl@hcontractor.com

Dear Tanvi Hate,

Congratulations on getting selected for internship at AHC. Kindly carry the following documents on your date of joining:

1. Bio-data.
2. One photograph.
3. Letter from college stating you are to undergo internship as part of your curriculum. (Compulsory to be submitted on or before the date of joining without which joining formalities will not be completed)
4. Application expressing interest to intern at AHC.
5. Address Proof (Driving License/Aadhar Card).
6. ID Proof - Pan Card.

The stipend is Rs. 6,000/- pm.

Request you to reply back with your confirmation and your exact Date of Joining.

Office timings are from 10am to 6:30pm.

Please be on time on the first day of joining.

**Please note: You will get the Internship Completion letter, 1 week after completion of your internship also please note this internship offer is valid if you will be able to continue it for minimum 5 Months.**

In case of any further clarifications please feel free to contact the HR Department. Kindly send your confirmation that you can continue for minimum 4 months of internship along with your date of joining.

You need to inform HR dept. in writing one-month prior before your end of internship date also portfolio needs to be kept ready and submitted to HR 15 days in advance following AHC laid down protocols no last minute requests will be entertained.

Thanks,

**Shweta Rogye**

HR Department





TO WHOMSOEVER IT MAY CONCERN

Subject: Joining letter as Trainee

This is to confirm that **Ms. Vedika Kadam** studying in 8th semester, - **Pillai College of Architecture, Panvel** has been selected to undergo practical training for the duration of 100 working days from **4th December 2023**.

She has joined in our firm as a trainee from 4th December 2023.

Best Regards,



Smaran Mallesh

A large, stylized handwritten signature in black ink, which appears to be 'Smaran Mallesh'.

COA Reg. No. CA/2007/40069

**APPOINTMENT LETTER**

16.10.2023

To,

Mrs.Devika Kurup.

Dear Devika Kurup,

Further to our discussion and subsequent personal interview, we are pleased to offer you the position of "INTERN" in our organization.

Your gross monthly salary on the basis of Cost to the Company will be Rs. 7,500/- (Rupees Seven Thousand Five Hundred only), all inclusive.

We expect you to join us on November 06th, 2023, which signifies the commencement of your internship period. Please note that this Appointment Letter is valid as per your performance and the company has the right to discontinue the same if the need be.

**By accepting this appointment, you also agree to the following guideline of the Design Studio:**

1. The office works Monday to Saturday from 10.00 AM to 6.30 PM (2<sup>nd</sup> & 4<sup>th</sup> Saturday Off)
2. The Office is not responsible for your food & accommodation. You shall manage the same by yourself (required guidance may be given by existing employees)
3. You shall be liable to get your laptop (in working condition at all times in Office)
4. You are required to learn & know the following Software's as prerequisite for the Design Studio: AutoCAD, Sketchup, Photoshop, Revit (Basics), In Design (Basics)

**On the date of your joining, you may please bring along the following:**

1. Proof of age
2. Proof of Address
3. Copies of educational and experience certificates
4. 2 Passport Size Photographs

We welcome you to Daisaria Associates and are delighted that you have chosen to be part of our team. We hope your association with us will be mutually beneficial, pleasant and fulfilling.

Yours faithfully,

For **DAISARIA ASSOCIATES**

I accept the above terms and conditions

  
**Authorised Signatory**



HITEN SETHI & ASSOCIATES

ARCHITECTS | PLANNERS | INTERIOR ARCHITECTURE | PROJECT MANAGEMENT

Date: 02<sup>nd</sup> Nov 2023

To,  
Advaitaa Nair,

Subject: Letter for Internship

Dear Advaitaa,

On behalf of HSA, I am pleased to extend to you an architectural internship, which will commence from **02<sup>nd</sup> Nov 2023**.

Your internship will include training/orientation and focus primarily on learning and developing new skills and gaining a deeper understanding of concepts through hands-on application of the knowledge you learned in class. While joining you are expected to get your own laptop with Revit and Auto cad latest versions (**license copy**) installed.

During your tenure, you may have access to confidential business information belonging to the Company. By accepting this offer, you acknowledge that you must keep all of this information strictly confidential, and refrain from using it for your own purposes or from disclosing it to anyone outside the Company.

I hope that throughout the internship your association with the Company will be successful and rewarding.

The offer letter is valid for 2 days from the date of receipt of this letter.

Thanking You.

Your's faithfully,

Sayli Sonar  
HR Manager

For & on behalf of Hiten Sethi & Associates



HITEN SETHI & ASSOCIATES

ARCHITECTS | PLANNERS | INTERIOR ARCHITECTURE | PROJECT MANAGEMENT

By accepting this offer, you agree that during your tenure as an intern you commit and adhere to all the policies and practices governing the conduct of our business and employees, including our policies prohibiting discrimination and harassment. This letter sets forth the complete offer we are extending to you, and supersedes and replaces any prior inconsistent statements or discussions. It may be changed only by a subsequent written agreement.

## **CODE OF CONDUCT**

### **Studio Policies & Rules of Employment**

I will adhere to all the HR policies and rules that are followed at the Studio that I am assigned to diligently.

### **Architect is a Mentor**

The Principal Architect is my Mentor and needs to be accorded due respect and as such is not responsible for any day-to-day discussions, learning, inputs, issues or escalations thereof with my development plan/process.

### **Attendance and Reporting**

I will adhere to 100% attendance in all the activities and initiatives that are required to be completed as part of the Internship Platform and will report to my Team Leads and Guides based on predefined schedules with them.

### **Work Assignment Completion**

I will complete and fulfill all work assignments and will focus on completion of tasks and work assigned to me and if needed and required on occasion will readily wait beyond the office hours on weekly-off days/Sundays etc. My instruction, reporting and compliance on a day-to-day basis with these aspects will rest with my Team Leads and Guides.

### **Instructions of Team Leads, Guides and Mentors**

I shall be required to follow all valid instructions from my team leads, guides and mentors and fulfill all such assignments as are handed over to them.

### **Reporting on work assignments status and completion**

I shall be required to comply with necessary updates and reporting on work assignments to my Team Leads and Guides on a day-to-day basis as applicable and the responsibility for taking such updates and reports lie with their respective Team Leads and Guides etc.

### **Completion of all work-related documentation**

I shall be required to complete all work-related documentation based on the instruction of their respective Team Leads and Guides as applicable.





HITEN SETHI & ASSOCIATES

ARCHITECTS | PLANNERS | INTERIOR ARCHITECTURE | PROJECT MANAGEMENT

### Responses to Queries and Conceptual Clarity

I will be responsible to raise all my queries and seek clarifications on any concepts that I have not understood with my Team Leads, and Guides till such time as I have complete understanding on the concept. I will take responsibility for my own learning and don't expect that they would know what I haven't understood.

### 100% efforts and contribution

I shall be required to provide my upmost efforts and diligence in designs and other work assignments that are assigned by my seniors from time to time.

### Confidentiality about Commercials

All HSA Interns agree on maintaining confidentiality of the commercial terms that they have entered as part of their HSA Internship Platform if any and I will not ask any such questions to the other HSA Interns.

### Data security

I shall sign an undertaking taking responsibility for any data breaches that may occur due to my performance failures, if any, and indemnify HSA from all risks and liabilities arising out of such failures etc. as applicable.

### Use of Internet in Office

I assure that I will not use the office Internet or my personal internet for my personal browsing during the office hours.

I Agree & Accept

Advaita Nair  
Intern Signature

Sayli Sonar  
HR Manager



For & on behalf of Hiten Sethi & Associates

Date: November 1, 2023

To,

Mr. Zuber Pasha

Subject: Letter of Appointment

This is with reference to your application for a job with us. We are offer you the position of "Trainee Architect" in our organization.

Your appointment will be effective from November 1, 2023. Timings will be 09.00 a.m. to 05.30 p.m.

We welcome you to Soyuz Talib Architects Pvt. Ltd. & look forward to your presence in our team.

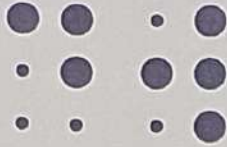
(AR SOYUZ TALIB)



Soyuz Talib Architects Pvt. Ltd.

I accept the above

(Mr. Zuber Pasha)



D E S I G N  
W O R K S

Date: November 2nd, 2023

Dear Arshad,

This is in continuation to the conversations that we have had. We are pleased to offer you an internship at

DesignWorks. Your role will include the following:

- Working along with the team for design development for projects and businesses that DesignWorks caters to. This will include the design and curation of objects, furniture, spaces (interiors and architecture).
- Communication and presentation of design strategies.
- Detailing of design ideas with respect to specifications, costing and construction for execution.
- Coordination with internal team members.

The date of joining will be November 20th, 2023 and the internship will conclude on May 20th, 2024. Your stipend during the internship will be INR 8000/month.

Please confirm your acceptance of this offer by signing and returning the duplicate copy of this letter. Thank you,

Ajay Pillai  
Founder, Principal Designer  
DesignWorks

---

DesignWorks

607, Bhumiraj Costarica, Sector 18,  
Sanpada, Navi Mumbai. MH 400705

E: [info@design-works.in](mailto:info@design-works.in)

W: [www.design-works.in](http://www.design-works.in)

**APPOINTMENT LETTER**

20.11.2023

To,

Mr. Vidhant Shelar.

Dear Vidhant Shelar,

Further to our discussion and subsequent personal interview, we are pleased to offer you the position of "INTERN" in our organization.

Your gross monthly salary on the basis of Cost to the Company will be Rs. 7,500/- (Rupees Seven Thousand Five Hundred only), all inclusive.

We expect you to join us on November 01th, 2023, which signifies the commencement of your internship period. Please note that this Appointment Letter is valid as per your performance and the company has the right to discontinue the same if the need be.

**By accepting this appointment, you also agree to the following guideline of the Design Studio:**

1. The office works Monday to Saturday from 10.00 AM to 6.30 PM (2<sup>nd</sup> & 4<sup>th</sup> Saturday Off)
2. The Office is not responsible for your food & accommodation. You shall manage the same by yourself (required guidance may be given by existing employees)
3. You shall be liable to get your laptop (in working condition at all times in Office)
4. You are required to learn & know the following Software's as prerequisite for the Design Studio: AutoCAD, Sketchup, Photoshop, Revit (Basics), In Design (Basics)

**On the date of your joining, you may please bring along the following:**

1. Proof of age
2. Proof of Address
3. Copies of educational and experience certificates
4. 2 Passport Size Photographs

We welcome you to Daisaria Associates and are delighted that you have chosen to be part of our team. We hope your association with us will be mutually beneficial, pleasant and fulfilling.

Yours faithfully,

For **DAISARIA ASSOCIATES**

I accept the above terms and conditions

  
Authorized Signatory







**Date: 17 November 2023**

To,  
The Principal  
**Pillai College of Architecture**  
Dr. K M Vasudevan Pillai Campus  
Sector 16, New Panvel,  
Maharashtra, India 410206.

**Sub: Confirmation Letter**

Dear Sir,

This is to intimate that **Miss. Niyati Sharad Shivdavkar**, 4th Year Architecture Student of your College has visited my office on 11<sup>th</sup> November 2023 and requested to accept her as Intern for Architectural Professional Practice, during November 2023 to March 2024 for suitable time period of 100 Working Days as per your Curriculum need.

She has also shown her Portfolio during her Interview.

I hereby intimate that **Miss. Niyati Sharad Shivdavkar** have joined our office on 16<sup>th</sup> November 2023 as Intern for the purpose intended.

Regards

**Ar. Aniruddha P. Gurjar**  
(Principal Architect)  
Reg. No. EA/89/12125.

For,

**M/s Archit Consultants**



# DESIGN MODULE

CONTACT@DESIGNMODULE.IN  
DESIGNMODULE@GMAIL.COM

December 6<sup>th</sup>, 2023

To,

**Ms. Sumayya Arzoo**  
B-1101, Maitri Planet NX  
Plot 10/11, Sector 35I,  
Kharghar, Navi Mumbai  
410210

**Subject: Appointing for Internship at Design Module**

Dear Sumayya Arzoo,

With reference to your application and subsequent interview with us, we would like to congratulate you on being selected for an internship with Design Module Architects, located in Vashi, Navi Mumbai. Your training is scheduled to commence from **11th December, 2023** and the internship will conclude on 10th April 2024.

During your internship, the primary focus will be on learning and developing new skills, as well as gaining a deeper understanding of concepts through hands-on application of the knowledge you have acquired in your studies.

The project details and technical platform will be shared with you on or before the commencement of training.

Details of your internship are as follows:

- **Date of Joining:** 11th Dec 2023
- **Job Title:** Intern
- **Working Hours:** 10:30 AM -7:00 PM

Please sign the copy of the appointment letter to signify your acceptance of the terms and conditions.



**Ar. Mushtaque Khan**  
Principal Architect  
Design Module  
CA/93/15624

Date – 01/12/2023

To,  
Pillai College of Architecture,  
Dr. K. M. Vasudevan Pillai  
Campus, Sector 16, New  
Panvel, Maharashtra, India  
410 206.

**Sub: - Joining Letter of Miss. Shivangi Sharad Talvarkar as an Intern Architect for the Professional Practice.**

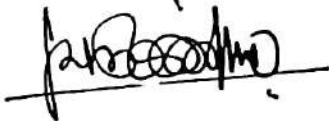
Respected Sir,

We are appointing **Miss. Shivangi Sharad Talvarkar**, an Architecture student from your college, as an Intern Architect from Date – 4th December 2023\_ and her training session will be as specified by the University under the Architectural Syllabus.

She will work on Architectural & Interior Design Projects, Municipal Drawings, and Site visiting for work inspection etc.

Thanking you,  
Yours Truly,

For, **LANDMARK GROUP,**



**SHIRISH G. NACHANE**  
(Architect)







30<sup>th</sup> December, 2023

To,  
Mr. Vishnu Rajendran,  
MES Pillai College of Architecture,  
New Panvel, Navi Mumbai.

**Sub: Letter of appointment for the position of Intern Architect**

We are pleased to extend an official offer to you for the position of Architectural Intern at MAK Engineering Consultancy. Please find the details of your internship outlined below:

**Start Date: 02<sup>nd</sup> January, 2024**

**End Date: 30<sup>th</sup> April, 2024**

**Internship Period: 4 months (120 days)**

**Office Timing: 9pm - 5pm (Monday to Saturday)**

**Project: AL Habtoor Residential Tower, Business Bay, Dubai. (on-site)**

In this role, you will be supporting the junior architect **Ar. Jad Morcos** under the guidance of the senior architect **Ar. Mohamed Yosry**. Your responsibilities will encompass creating architectural shop drawings, 3D visualization, conducting thorough research on materials and regulatory requirements, and conducting site visits and inspections as required, ensuring accurate documentation. Additionally, you will utilize CAD software extensively for design work and provide crucial support to project managers and contractors in coordination tasks.

We are enthusiastic about the prospect of you joining our team and are confident that your internship with us will be enriching and rewarding.

Regards,

  
Michel Aziz

General Manager

MAK Engineering Consultancy

+971 442614

