

# Approval for Construction Apprenticeship Candidate

Date: [Insert Date]

[Recipient's Name]  
[Recipient's Address]  
[City, State, Zip Code]

Dear [Recipient's Name],

I am pleased to inform you that your application for the construction apprenticeship program has been approved. We are excited to welcome you to our team and look forward to your contributions to our projects.

Please find the details of your apprenticeship below:

- Program Start Date: [Insert Start Date]
- Duration: [Insert Duration]
- Location: [Insert Work Location]
- Supervisor: [Insert Supervisor's Name]

We encourage you to prepare accordingly and ask any questions you may have prior to your start date. We believe this opportunity will be mutually beneficial and help you grow in your career.

Congratulations once again on your approval. We look forward to seeing you soon.

Sincerely,

[Your Name]  
[Your Position]  
[Company Name]  
[Contact Information]