

# Internship Extension Acceptance Confirmation

Date: [Insert Date]

Dear [Intern's Name],

We are pleased to inform you that your request for an extension of your internship at [Company Name] has been approved. Your new internship end date will be [New End Date].

We appreciate your contributions to our team and look forward to your continued involvement with us.

Please confirm your acceptance of this extension by signing below:

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Thank you,

[Your Name]

[Your Position]

[Company Name]

[Contact Information]