

To,

Date:

Program Director
ALTECH
211, Jamuna Towers
Malakpet, HYDERABAD-36
Andhra Pradesh

Respected Sir,

Sub: Requesting to get Franchise Membership to impart ALTECH education and training programs in the year of _____

We the M/s. _____ are willing to conduct your education and training programs at our place for the year of _____

We are furnishing the details of our Centre as per your pro-forma enclosed herewith. We will abide by all the rules and regulations laid down by your organisation time to time. Also we invite you for inspection and verification of our Centre. We will pay the TA and DA for inspection.

Looking for your positive reply

Thanking You

Yours Sincerely

Name:

Designation:

Seal:

Date:

APPLICATION AND INFORMATION

1 Details of the Institute				
1	Name of the Institute			
	Address			
	District			
	State			
	Phone No			
	Email			
2 Details of the Head				
	Name			
	Father's Name			
	Designation			
	Qualification			
	Residential Address			
3 Details of Courses offered presently (Attach copy of syllabus)				
	S.No	Course Name	Duration	Fee
I hereby declare that the information furnished above is true to the best of my knowledge and belief. Also I will follow all the rules and regulations that have been laid down by your organisation from time to time.				
	Date			
	Place	Signature with Seal		