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August 1, 2018

To Whom It May Concern:

This letter is to verify [Student's Name] internship with [company name] during the 2018 Fall semester. In accordance with his requirements to receive academic credit, he will be completing 120 hours minimum with our company.

Responsibilities will include, but are not limited to, assisting in creating and executing social media posts; learning the scope of music licensing and technology and understanding the role our company plays in both research for analysis and strategies pertaining to our company's marketing tactics; additionally he will be working on ad reels.

Please feel free to contact me at [Christina@company.com](mailto:Christina@company.com), or 504.390.1767 should you need any further information or have any questions.

Sincerely,

***Christina M. Kogos***

Director of Marketing