

<Company Letterhead>

Date

Licensing Section  
Energy Safe Victoria  
PO Box 262  
Collins Street West VIC 8007

RE: ELECTRICIANS LICENCE APPLICATION SUPPORT LETTER

This letter is to advise that Joseph Example worked at <company name> from DD/MM/YY to DD/MM/YY and during this time gained a minimum of 12 months of electrical installation work experience.

Details of their work are listed below:

The types of work that <apprentice name> gained experience in are: (List below)

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The types of equipment that <apprentice name> worked on are: (List below)

- 
- 

The type of industries <apprentice name> worked in are: (List below)

- 
- 

Regards

<Signature>

Printed Name

Phone number