

JOB GUARANTEE / LETTER OF COMMITMENT

You must indicate which document you are completing (Check only one box)

Job Guarantee

By selecting this checkbox, you confirm that you have hired the person identified in section 1 below, for a duration of at least 150 hours over a period of at most three (3) consecutive months.

Letter of Commitment

By selecting this checkbox, you confirm to offer employment to the person identified in section 1 below. This letter is required when applying for a student certificate from a recognized program of study or for the subsequent issuance of an apprentice competency certificate for a female graduate, for the trade concerned.

Please note that all fields must be filled in.

1. IDENTIFICATION OF PERSON	
Last Name	First Name
Birth date (YYYY-MM-DD)	CCQ client no. or social insurance no.
Trade or occupation	

2. EMPLOYER	
Company name (corporate name)	
CCQ employer number (6 or 8 digits)	Name of person signing (block letters)

3. SIGNATURE		
The person signing declares that he or she has all of the authorization required to sign the present document.		
Requester's signature	Position in the company	Date (YYYY-MM-DD)

Please print this template letter on company letterhead.