## ***Template – Letter of employer endorsement – Farm Debt Mediator Accreditation Grant Program***

<Company letterhead>

<Applicant’s name>

<Company Street Address>

<Company Suburb, State, Postcode>

<Date>

To: Department of State Growth – Farm Debt Mediator Accreditation Grant Program

RE: Employer Endorsement – *Farm Debt Mediator Accreditation Grant Program –<*Applicant full name>

I <Name of Authorised signatory\*> in the capacity of <Position> of <Employer legal name> (ABN <xx xxx xxx xxx> GST – registered), confirm that:

1. <Applicant name> is currently employed by us as a <role/title> and will be supported throughout the AMDRAS mediator accreditation process.
2. We endorse <Applicant name>’s grant application to the Farm Debt Mediator Accreditation Grant Program.
3. We consent to all grant payments being made to the employer’s nominated bank account, will pay all related course and assessment costs and will provide support for completion.
4. We accept joint and several liability with <Applicant> to repay the grant if any funding agreement condition is not met.
5. We will retain invoices, receipts, and other relevant records for audit purposes and cooperate fully with any Department request.

\*Authorised signatory (This document should be signed and dated by a person with authority to bind the employer (e.g. director, partner, or HR/finance manager), with their name and position clearly printed)

<Name> – <Position>

<Employer legal name>

Phone Email

Signature

Date