**YTTF SAMPLE SUPPORT LETTER**

Date:

Yukon Tourism Training Fund

Tourism Industry Association of the Yukon

#3-1109 Front Street

Whitehorse, YT Y1A 5G4

Address your letter of support to the Fund Administrator at the Yukon Tourism Training Fund and give information on the following:

* Name of company that is writing this support letter
* In support of (name of the applicant, employment status, years of working for the organization etc.)
* For the specific training of (title of the training/course)
* Describe why the training is important to the business and to the applicant

Thank you for your consideration,

<Name>

<Company Name>

**<employer’s signature>**

\*Please remove this message before printing on company letterhead. Note that applicants must submit their complete application **before** training occurs, which includes this letter. If the training is not relevant to the sector that the company operates in, the application may be considered incomplete; for example, a restaurateur writing a letter for wilderness courses.