



3730 Coconut Creek Parkway, Ste. 180
Coconut Creek, Florida 33066
Phone: 954-580-2950
Email: info@WeTrain.org
URL: www.WeTrain.org

Dear Participating Employer:

This form is to confirm that you are sponsoring the apprentice listed below in the ABC Institute Apprenticeship Program. **This applies to new apprentices.** Sponsorship includes payment of the annual administrative fee which includes the class text book. Due to excessive losses, how the cost of text books is handled remains the privilege of the employer.

The Policies and Guidelines for the apprenticeship programs are clearly stated in the Apprenticeship Handbook, and each apprentice is required to abide by these policies by executing the appropriate forms. These Policies and Guidelines are, also, available for each Participating Employer.

Please be advised a student is not considered a registered apprentice until the Florida Department of Education Representative has approved the individual by signing the apprentice agreement and the Department of Labor's Registered Apprenticeship Partners Information Data System (RAPIDS). It is the responsibility of the Participating Employer to obtain and possess a fully executed copy of the "DOL PROGRAM REGISTRATION AND APPRENTICESHIP AGREEMENT" before deeming him/her an apprentice on a certified payroll government job.

It is suggested when a student is working on government jobs that a request for "APPRENTICE CERTIFICATION" and "DOL APPRENTICESHIP AGREEMENT" is solicited in writing to abci@WeTrain.org. For more information, contact ABC Institute.

The Florida Administrative Rules of Apprenticeship requires this form from participating employer to process a prospective apprentice's application.

"TO EXPEDITE THIS FORM PLEASE SIGN, SCAN AND EMAIL IT TO: abci@WeTrain.org"

Apprentice Name (1 per apprentice please):	Trade and FL No. (for ABCI office use only):
Employee Hire Date: _____	Intend to Hire Date: _____
How many hours has the individual worked in the trade for your company? _____	

Sponsoring Company: _____

Sponsor Authorized Person: _____
Print and Title

Sponsor Signature: _____
Date