

Job Offer Acceptance

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

[Hiring Manager's Name]
[Company Name]
[Company Address]
[City, State, Zip Code]

Dear [Hiring Manager's Name],

I am writing to formally accept the job offer for the Graphic Designer position at [Company Name] as discussed. I am excited to join your team and contribute to the innovative projects you have outlined.

As per our conversation, I understand that my starting salary will be [Salary Amount] with [any bonuses or additional benefits]. I confirm my start date as [Start Date].

Thank you again for this opportunity. I look forward to working with everyone at [Company Name] and contributing to the success of the team.

Sincerely,
[Your Name]