

# Job Offer Acceptance Letter

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

Date: [Date]

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

Dear [Employer's Name],

I am writing to formally accept the offer for the position of [Job Title] at [Company Name], as outlined in your offer letter dated [Offer Date]. I am excited about the opportunity to join your team and contribute to the company's success.

I confirm my start date as [Start Date] and understand my starting salary will be [Salary] with benefits as described in the offer.

Thank you once again for this opportunity. I look forward to working with you and the team.

Sincerely,  
[Your Name]