

Job Offer Acceptance Confirmation

Date: [Insert Date]

Dear [Hiring Manager's Name],

I am writing to formally confirm my acceptance of the job offer for the position of [Job Title] at [Company Name]. I am excited about the opportunity to join your team and contribute to the company's success.

As discussed, I understand that my starting salary will be [Salary Amount] with additional benefits outlined in the offer letter. I confirm that my start date will be [Start Date].

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

Best regards,

[Your Full Name]

[Your Phone Number]

[Your Email Address]