

Job Offer Agreement

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Employer's Name]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Employer's Name],

Thank you for offering me the position of [Job Title] at [Company Name]. I am pleased to accept this offer and am excited to join your team.

As discussed, my starting salary will be [Salary Amount] per year, with benefits including [List Benefits]. My start date will be [Start Date].

I appreciate this opportunity and look forward to contributing to [Company Name]. Please let me know if there are any further steps I need to take before my start date.

Sincerely,

[Your Name]