

Internship Acceptance Confirmation

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Employer's Name]

[Company's Name]

[Company's Address]

[City, State, Zip Code]

Dear [Employer's Name],

I am writing to formally accept the internship position at [Company's Name] as [Job Title] starting on [Start Date]. I appreciate this opportunity and am excited to contribute to your team.

Thank you for your confidence in my abilities. I look forward to learning and growing during this internship.

Sincerely,

[Your Name]