

# Interview Acceptance Letter

Date: [Insert Date]

Dear [Interviewer's Name],

Thank you for considering my application for the [Position Title] at [Company Name]. I am pleased to accept the invitation for a phone interview.

I would like to confirm my availability for the scheduled interview on [Date] at [Time] [Time Zone]. Please let me know if there are any specific topics you would like me to prepare for.

Thank you once again for this opportunity. I look forward to speaking with you.

Sincerely,

[Your Name]

[Your Email]

[Your Phone Number]