

Job Application Acceptance Letter

Date: [Insert Date]

Dear [Hiring Manager's Name],

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

I appreciate the opportunity and I look forward to contributing to the success of [Company Name]. As discussed, I will begin my employment on [Start Date]. Please let me know if you need any additional information from my side prior to my start date.

Thank you once again for this wonderful opportunity.

Sincerely,

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]