

# Job Offer Letter

Date: [Insert Date]

[Candidate's Name]

[Candidate's Address]

[City, State, Zip Code]

Dear [Candidate's Name],

We are pleased to extend an offer of employment for the position of Media Scriptwriter at [Company Name]. We were impressed with your skills and experience, and we believe you will be a valuable addition to our creative team.

**Position:** Media Scriptwriter

**Start Date:** [Proposed Start Date]

**Salary:** [Salary Amount] per year, paid bi-weekly.

Your benefits will include:

- Health insurance
- Retirement plan
- Paid time off
- Flexible working hours

We are excited about the possibility of you joining our team. Please sign and return this letter by [response deadline] to confirm your acceptance of this offer.

If you have any questions, feel free to reach out to me directly at [Your Phone Number] or [Your Email Address].

We look forward to welcoming you aboard!

Sincerely,

[Your Name]

[Your Job Title]

[Company Name]

[Company Address]

[City, State, Zip Code]