

Agency Affiliation Offer Letter

Date: [Insert Date]

[Recipient's Name]

[Recipient's Address]

Dear [Recipient's Name],

We are pleased to extend an offer for you to affiliate with [Agency Name] as a [Position/Role]. We believe that your skills and experience will be a valuable addition to our team.

Terms of Affiliation:

- **Position:** [Position/Role]
- **Start Date:** [Start Date]
- **Compensation:** [Details of Compensation]
- **Responsibilities:** [Brief Overview of Responsibilities]

Please confirm your acceptance of this offer by signing and returning this letter by [Acceptance Deadline]. We are excited to work with you and look forward to your contributions at [Agency Name].

Sincerely,

[Your Name]

[Your Position]

[Agency Name]

[Agency Address]

[Agency Contact Information]

Acceptance:

I, [Recipient's Name], accept the terms of this Agency Affiliation Offer.

_____ (Signature)

Date: _____