

Dear [Hiring Manager's Name],

I hope this message finds you well. I am writing to formally accept the job offer for the [Job Title] position at [Company Name]. I am excited about the opportunity to contribute to your team and look forward to starting on [Start Date].

Thank you for the opportunity, and I look forward to working with you and the team.

Best regards,

[Your Name]

[Your Phone Number]

[Your Email Address]