

Part-Time Job Acceptance Letter

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email Address]

[Your Phone Number]

[Employer's Name]

[Company's Name]

[Company's Address]

[City, State, Zip Code]

Dear [Employer's Name],

I am writing to formally accept the offer for the part-time position of [Job Title] at [Company's Name]. I am excited to join your team and contribute to [specific aspect of the company or team you find appealing].

I confirm my start date as [Start Date] and look forward to [mention any specific tasks or training you are looking forward to]. Thank you for this opportunity.

Sincerely,

[Your Name]