

# Internship Acceptance Acknowledgment

Date: [Insert Date]

Dear [Recipient's Name],

I am writing to formally acknowledge the acceptance of the Tech Internship position at [Company Name]. I sincerely appreciate the opportunity to join your team and contribute to [specific projects or goals].

As discussed, I will be starting on [start date] and look forward to working under [Supervisor's Name] and alongside my colleagues. Please let me know if you require any further information or documentation before my start date.

Thank you once again for this exciting opportunity. I am eager to embark on this journey and will do my utmost to make a positive impact.

Best regards,  
[Your Name]  
[Your Address]  
[Your Email]  
[Your Phone Number]