

# Internship Acceptance Letter

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[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 Technology Internship position at [Company's Name] for the [Start Date] to [End Date]. I am excited about the opportunity to contribute to your team and gain valuable experience in the technology field.

Thank you for this wonderful opportunity. I look forward to working with you and the rest of the team at [Company's Name]. Please let me know if there are any documents or information you need from me prior to my start date.

Sincerely,

[Your Name]