

# Response to Internship Offer

Dear [Hiring Manager's Name],

I hope this message finds you well. I am writing to formally accept the offer for the Technology Internship position at [Company Name]. I appreciate the opportunity and am excited to contribute to your team.

I am looking forward to starting on [Start Date] and will ensure that all required documents and forms are completed prior to my start date.

Thank you once again for this incredible opportunity. Please let me know if there is anything specific I should prepare before my first day.

Sincerely,

[Your Name]  
[Your Phone Number]  
[Your Email Address]