

Conditional Job Acceptance Letter

Date: [Insert Date]

[Employer's Name]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Employer's Name],

I am writing to formally accept the position of [Job Title] with [Company Name], as offered in your letter dated [Offer Date]. However, I would like to express that my acceptance is conditional upon the following terms:

1. [Condition 1 - e.g., salary negotiation]
2. [Condition 2 - e.g., benefits and relocation details]
3. [Condition 3 - e.g., start date confirmation]

I appreciate the opportunity and am looking forward to being a part of your team. I am confident that we can come to a mutual agreement regarding these conditions.

Please let me know if we can discuss this further. Thank you for your understanding.

Sincerely,

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Phone Number]

[Your Email Address]