

Letter of Affirmation for Employment Offer

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

[Employer's Name]
[Company's Name]
[Company's Address]
[City, State, Zip Code]

Dear [Employer's Name],

I am writing to formally accept the employment offer for the position of [Job Title] at [Company's Name], as discussed in our recent communication. I am excited to join your team and contribute to the amazing work being done.

As per our agreement, I understand that my starting salary will be [Salary Amount] with benefits commencing on [Start Date]. I am looking forward to starting on [Start Date] and to a successful collaboration with everyone at [Company's Name].

Thank you again for this incredible opportunity. Please let me know if there are any documents or information you require from me prior to my start date.

Sincerely,

[Your Name]