

# Job Offer Acceptance Letter

Dear [Hiring Manager's Name],

I hope this message finds you well. I am writing to formally accept the job offer for the position of [Job Title] at [Company Name]. I want to take a moment to express my heartfelt gratitude for this opportunity.

After our discussions and learning more about the exciting projects at [Company Name], I am truly thrilled to join such a talented team. I am particularly looking forward to [mention any specific project or value of the company that resonates with you].

As we discussed, I understand my starting salary will be [Salary Amount] with additional benefits outlined in the offer letter. I am eager to start on [Start Date], as agreed.

Thank you once again for this incredible opportunity. I look forward to contributing to the team and achieving great things together. Please let me know if there are any forms or information you need from me before my start date.

Warm regards,

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