

Employment Offer 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 of employment for the position of [Job Title] at [Company's Name] as discussed. I am excited about the opportunity to join your team and contribute to the company's success.

I accept the terms of the offer as stated in the letter dated [Offer Date], including the starting salary of [Salary Amount] and the benefits package.

As discussed, my start date will be [Start Date]. I look forward to starting my new role and working with you and the team.

Thank you again for this wonderful opportunity.

Sincerely,

[Your Name]