

# Internship Offer Acceptance Letter

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Hiring Manager's Name],

I am writing to formally accept the internship offer for the Marketing position at [Company Name]. I am grateful for this opportunity and excited to contribute to your team.

I confirm my acceptance of the internship starting from [Start Date] and ending on [End Date]. I appreciate the opportunity to enhance my skills and gain valuable experience at such a reputable organization.

Thank you once again for this amazing opportunity. I look forward to working with the team and contributing to [Company Name].

Sincerely,

[Your Name]