

# Follow-Up on Conditional Job Offer

Dear [Recipient's Name],

I hope this message finds you well. I am writing to follow up on the conditional job offer extended to me for the [Job Title] position at [Company Name].

I wanted to express my continued interest in the role and to inquire about the progress regarding the conditions outlined in the offer letter dated [Date of Offer Letter].

I appreciate the opportunity and am looking forward to joining your team. If there are any updates or additional information required from my end to expedite the process, please let me know.

Thank you for your time and consideration.

Sincerely,

[Your Name]

[Your Contact Information]