

Subject: Follow-Up on Project-Based Job Offer

Dear [Recipient's Name],

I hope this message finds you well. I am writing to follow up on my recent job offer for the [Position Title] role on a project basis with [Company Name], which we discussed on [Date of Discussion].

I am very excited about the opportunity to contribute to [specific project or company initiative] and to work with the team to achieve our goals. If you need any further information from my side to finalize the offer, please let me know.

I appreciate your consideration and look forward to hearing back from you.

Thank you for your time.

Best regards,

[Your Name]

[Your Phone Number]

[Your Email Address]