

Dear [Hiring Manager's Name],

Thank you for offering me the position of [Position Title] at [Company Name]. I appreciate the opportunity and am excited about the potential to contribute to your team.

After careful consideration, I am pleased to accept the offer. I am confident that my skills and experiences align well with the goals of [Company Name], and I am eager to begin our collaboration.

Please let me know if there are any documents or further information needed from my side before my start date on [Start Date].

Thank you once again for this incredible opportunity. I look forward to joining [Company Name] and working under your leadership.

Sincerely,
[Your Name]
[Your Contact Information]