

# Letter of Appreciation

Date: [Insert Date]

[Recipient's Name]

[Company's Name]

[Company's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to express my sincere gratitude for the generous signing bonus included in my job offer for the [Job Title] position at [Company's Name]. It truly means a lot to me and reaffirms my excitement to join your team.

Your consideration of my skills and experience through this offer speaks volumes about [Company's Name] and its commitment to attracting talent. I am eager to contribute my abilities and collaborate with my future colleagues to achieve our shared goals.

Thank you once again for this opportunity. I look forward to starting my journey with [Company's Name] on [Start Date].

Warm regards,

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]