

Apprenticeship Program Acceptance Letter

Date: [Insert Date]

[Recipient Name]

[Recipient Address]

[City, State, Zip Code]

Dear [Recipient Name],

We are pleased to inform you that you have been accepted into our Apprenticeship Program at [Company/Organization Name]. Your commitment to learning and exceptional skills stood out among many applicants.

Your training will commence on [Start Date] and will run for [Duration]. During this time, you will have the opportunity to gain hands-on experience and develop your skills in [specific field or industry].

Please confirm your acceptance by signing and returning this letter by [Response Deadline]. We look forward to welcoming you to our team.

If you have any questions, feel free to contact us at [Contact Information].

Sincerely,

[Your Name]

[Your Position]

[Company/Organization Name]

[Company Address]

[City, State, Zip Code]