

Acceptance Letter for Teaching Position

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Principal's Name]

[School's Name]

[School's Address]

[City, State, Zip Code]

Dear [Principal's Name],

I am writing to formally accept the offer for the position of [Subject] Teacher at [School's Name], as discussed on [Date of Offer]. I am excited about the opportunity to contribute to your school and to work with the students and staff.

I confirm my start date as [Start Date] and look forward to meeting with you and the rest of the team as I begin this new journey. Thank you for this wonderful opportunity.

Warm regards,

[Your Name]