

# Conditional Job Offer Letter

Dear [Candidate's Name],

We are pleased to extend to you a conditional offer of employment for the position of [Job Title] at [Company Name]. This offer is contingent upon the successful completion of the following conditions:

- Background check
- Reference check
- Pre-employment drug screening

Your anticipated start date will be [Start Date], contingent upon the successful completion of these conditions. Your starting salary will be [Salary Amount] per [hour/year], and you will be eligible for [benefits].

Please indicate your acceptance of this conditional job offer by signing and returning this letter by [Response Deadline].

We look forward to welcoming you to our team!

Best regards,

[Your Name]

[Your Position]

[Company Name]

[Company Address]

[Contact Information]