

Freelance Job Offer

Date: [Insert Date]

To: [Candidate's Name]

[Candidate's Address]

Dear [Candidate's Name],

We are pleased to offer you a freelance position as [Job Title] at [Company Name]. After reviewing your qualifications and experience, we believe you will be a valuable addition to our team.

Your responsibilities will include:

- [Responsibility 1]
- [Responsibility 2]
- [Responsibility 3]

The terms of the engagement are as follows:

- Contract Duration: [Insert Duration]
- Compensation: [Insert Payment Details]
- Payment Schedule: [Insert Payment Schedule]
- Start Date: [Insert Start Date]

Please confirm your acceptance of this job offer by signing below and returning this letter by [Insert Deadline]. If you have any questions, feel free to reach out to us.

We look forward to the prospect of working together!

Sincerely,

[Your Name]

[Your Job Title]

[Company Name]

[Company Contact Information]

I, [Candidate's Name], accept the position as [Job Title] under the terms outlined above:

Signature

Date: _____