

Acceptance of Job Offer

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Employer's Name]

[Company's Name]

[Company's Address]

[City, State, Zip Code]

Dear [Employer's Name],

I am writing to formally accept the offer for the position of Environmental Scientist at [Company's Name]. I would like to express my gratitude for this opportunity and I am excited to contribute to your team.

As discussed, I accept the starting salary of [Insert Salary] and the benefits outlined in the offer letter. I confirm my start date as [Insert Start Date].

Thank you once again for this incredible opportunity. I look forward to working with you and the team at [Company's Name].

Sincerely,

[Your Name]