

# Acceptance of Editorial Director Offer

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Email Address]

[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 position of Editorial Director at [Company's Name], as outlined in your offer letter dated [Insert Offer Date]. I am excited about the opportunity to contribute to the editorial team and help drive the vision of the organization.

As discussed, I understand that my starting salary will be [Insert Salary] and my start date will be [Insert Start Date]. I am looking forward to collaborating with the talented team at [Company's Name] and contributing to our shared goals.

Thank you for this incredible opportunity. I am eager to begin my journey with [Company's Name].

Sincerely,

[Your Name]