

Letter of Acceptance of Employment 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 offer for the position of [Job Title] at [Company's Name], as outlined in your letter dated [Offer Date]. I am excited about the opportunity to join your team.

However, I would like to discuss a couple of conditions regarding the offer:

- Condition 1: [Insert Condition]
- Condition 2: [Insert Condition]

Once these conditions are met, I am eager to start on the proposed start date of [Start Date]. Thank you for this opportunity, and I look forward to your response.

Sincerely,

[Your Name]