

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Company Name]

[Company Address]

[City, State, Zip Code]

Subject: Acceptance of Promotional Offer

Dear [Recipient's Name],

Thank you for your generous promotional offer of [describe the offer briefly]. I am pleased to accept the terms and conditions as outlined in your correspondence dated [date of the offer].

Please let me know if you require any further information or documentation to process this acceptance. I look forward to experiencing [company's product/service] as part of this offer.

Thank you once again for this opportunity.

Sincerely,

[Your Name]