

Job Offer Acceptance

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Hiring Manager's Name]

[Company's Name]

[Company's Address]

[City, State, Zip Code]

Dear [Hiring Manager's Name],

I am thrilled to formally accept the offer for the [Job Title] position at [Company's Name]. I appreciate the trust you have in me and am excited to contribute to the team.

After careful consideration, I would like to discuss the starting salary offered. Based on my research and industry standards, as well as my previous experience and the value I believe I can bring to the team, I was hoping for a salary in the range of [desired salary range].

I am confident that we can come to a mutually beneficial agreement and I am eager to start working together. Thank you once again for this opportunity.

Looking forward to your response.

Best regards,

[Your Name]