

Summer Internship Offer Acceptance

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]

[Date]

[Recipient's Name]
[Company Name]
[Company Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally accept the offer for the Summer Internship position in Software Development at [Company Name]. I am excited about the opportunity to contribute to your team and to gain valuable experience in the field.

I appreciate the offer and am looking forward to starting on [Start Date]. Please let me know if you need any further information or paperwork from my side before my start date.

Thank you once again for this incredible opportunity. I look forward to joining [Company Name] and contributing to exciting projects this summer.

Sincerely,

[Your Name]