

Acceptance of Job Offer

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Employer's Name]

[Company's Name]

[Company's Address]

[City, State, Zip Code]

Dear [Employer's Name],

I am writing to formally accept the job offer for the position of [Job Title] at [Company's Name]. I appreciate the opportunity and am excited to join the team.

I confirm my acceptance of the offer as discussed, with a starting salary of [Salary] and a starting date of [Start Date].

Thank you once again for this wonderful opportunity. I look forward to contributing to the success of [Company's Name].

Sincerely,

[Your Name]