

# Deferred Job Offer Acceptance

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Employer's Name]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Employer's Name],

I hope this message finds you well. I would like to express my sincere gratitude for the job offer extended to me for the position of [Job Title] at [Company Name]. I truly appreciate the opportunity and am very excited about the prospect of joining your esteemed team.

However, due to unforeseen personal circumstances, I would like to formally request a deferral of my start date. I believe this additional time will allow me to address my current situation, ensuring that I am fully focused and prepared to contribute effectively to the team.

If possible, I would prefer to discuss a new start date that aligns with both my circumstances and the company's needs. I am committed to making this opportunity work and would appreciate your understanding.

Thank you again for your consideration. I look forward to your response and hope to begin this journey with [Company Name] soon.

Sincerely,

[Your Name]