

Consent Letter for Senior Executive Position Acceptance

Date: _____

To,

[Recipient's Name]

[Company's Name]

[Company's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

Subject: Acceptance of Senior Executive Position

I, [Your Name], am writing to formally accept the offer for the position of Senior Executive at [Company's Name], as discussed and agreed upon during our recent communications. I am truly honored and excited to join such a reputable organization.

I confirm my understanding of the terms and conditions as outlined in the offer letter dated [Offer Date], which includes my start date of [Start Date] and the compensation package agreed upon.

I look forward to contributing to the success of [Company's Name] and collaborating with the team to achieve our mutual goals. Please let me know if there are any further documents or steps required from my side prior to my joining.

Thank you once again for this opportunity.

Warm regards,

[Your Signature] (if sending a hard copy)

[Your Printed Name]

[Your Address]

[City, State, Zip Code]

[Your Email Address]

[Your Phone Number]