

Acceptance of Industrial Training Offer

Date: [Insert Date]

To,

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

Dear [Supervisor's Name],

I am writing to formally accept the offer for the industrial training position at [Company Name] in the Logistics and Supply Chain department, as outlined in your letter dated [Insert Date of Offer Letter].

I am grateful for the opportunity to join your esteemed company and am eager to contribute to your team while gaining valuable experience in the field. I am looking forward to starting my training on [Start Date] and will ensure to comply with all the requirements and expectations set forth by the company.

Thank you once again for this opportunity. I look forward to working with you and the team at [Company Name]. Please let me know if there are any further documents or information needed prior to my start date.

Sincerely,

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