

# Job Offer Acknowledgment Delay

Dear [Hiring Manager's Name],

I hope this message finds you well. I wanted to express my sincere gratitude for extending the job offer for the position of [Job Title] at [Company Name]. I am truly honored to be considered for this opportunity.

However, I would like to request a brief period to consider the offer thoroughly. I want to ensure that I make the best decision for both myself and the company. I expect to have my decision finalized by [proposed date].

Thank you for your understanding and patience during this time. I appreciate your support and look forward to discussing this further.

Warm regards,

[Your Name]

[Your Phone Number]

[Your Email Address]