

Agreement to Join as a Journalist

Date: _____

To,

[Recipient's Name]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

We are pleased to offer you the position of Journalist at [Company/Organization Name]. After our discussions and your impressive qualifications, we believe that you will be a valuable addition to our team.

This letter serves as an agreement concerning your employment with us. The terms are as follows:

- **Position:** Journalist
- **Start Date:** [Start Date]
- **Salary:** [Salary Amount]
- **Working Hours:** [Working Hours]
- **Reporting To:** [Supervisor's Name]

By accepting this offer, you agree to adhere to the policies and guidelines set forth by [Company/Organization Name]. Please sign and return this document by [Deadline Date] to confirm your acceptance of this position.

We are excited about the prospect of you joining our team and contributing to our mission. If you have any questions, feel free to reach out.

Best regards,

[Your Name]

[Your Title]

[Company/Organization Name]

[Contact Information]

Accepted by:

<p _____

[Recipient's Name]

Date: _____