

Acceptance of Hospitality Offer

From: [Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

Date: [Date]

To: [Employer's Name]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Employer's Name],

I am writing to formally accept the offer for the hospitality position at [Company Name] as discussed. I am excited about the opportunity to join your team and contribute to the exceptional service that your establishment is known for.

As per our conversation, I understand that my start date will be [Start Date], and my salary will be [Salary Amount] with [any other terms, benefits, or conditions].

Thank you once again for this opportunity. I look forward to working with you and the [Company Name] team.

Sincerely,

[Your Name]