

Volunteer Role Acceptance Letter

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient Name]

[Organization Name]

[Organization Address]

[City, State, Zip Code]

Dear [Recipient Name],

I am writing to formally accept the volunteer role of [Position Title] with [Organization Name]. I am excited about the opportunity to contribute to [mention specific project, cause, or mission].

I confirm my commitment to the role and am available to begin on [start date]. I look forward to collaborating with the team and making a positive impact.

Thank you for this opportunity. Please let me know if there are any forms or additional information you need from me prior to my start date.

Sincerely,

[Your Name]