

[Company Logo]  
[Company Name]  
[Company Address]  
[City, State, Zip Code]  
[Date]

[Candidate's Name]  
[Candidate's Address]  
[City, State, Zip Code]

Dear [Candidate's Name],

We are pleased to offer you the position of [Job Title] at DXL. Your skills and experience stood out during the hiring process, and we believe you will be a valuable addition to our team.

**\*\*Position:\*\*** [Job Title]

**\*\*Start Date:\*\*** [Proposed Start Date]

**\*\*Department:\*\*** [Department Name]

**\*\*Supervisor:\*\*** [Supervisor's Name]

**\*\*Salary:\*\*** [Salary Amount] per [hour/year]

**\*\*Benefits:\*\*** [Brief summary of benefits offered]

This offer is contingent upon [any contingencies, e.g., background check, drug test, etc.]. Please review the attached documents outlining our policies and procedures.

We hope you accept this offer and join us at DXL. Please sign and return this letter by [Deadline Date]. If you have any questions, feel free to reach out.

Welcome to the team!

Sincerely,

[Your Name]

[Your Job Title]

DXL