

Subject: Acceptance of Job Offer

Dear [Hiring Manager's Name],

I hope this message finds you well. I am writing to formally accept the job offer for the position of [Job Title] at [Company Name]. I am excited about the opportunity to join your team and contribute to the goals of the organization.

I appreciate the details of the offer, including the starting salary of [Salary Amount] and the benefits package outlined in the offer letter. I confirm my start date as [Start Date] and look forward to beginning my journey with [Company Name].

Thank you once again for this opportunity. If you need any further information or documentation from me before my start date, please let me know.

Best regards,

[Your Name]

[Your Phone Number]

[Your Email Address]