

Subject: Acceptance of Job Offer

Dear [Hiring Manager's Name],

I hope this message finds you well. I am writing to formally accept the offer for the [Job Title] position at [Company Name], as discussed in our recent correspondence.

I am excited about the opportunity to join your team and contribute to [mention any specific project or aspect of the company]. I confirm my start date as [Start Date], as agreed.

Thank you once again for this opportunity. I look forward to working closely with you and the rest of the team.

Best regards,

[Your Name]

[Your Phone Number]

[Your Email Address]