

Subject: Acceptance of Job Offer

Dear [Hiring Manager's Name],

I hope this message finds you well. I am thrilled to formally accept the offer for the [Job Title] position at [Company Name]. I appreciate the opportunity and am excited to join such a dynamic team.

I confirm that I accept the starting salary of [Salary Amount] and the proposed start date of [Start Date]. Please let me know if there are any documents or information you need from me prior to my start date.

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

Best regards,

[Your Name]

[Your Phone Number]

[Your Email Address]