

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]  
[Recipient Name]  
[Recipient Title]  
[Institution/Organization Name]  
[Address]  
[City, State, Zip Code]

Dear [Recipient Name],

I am writing to formally accept the offer to enroll in the QGIS application program at [Institution/Organization Name]. I am excited about the opportunity to enhance my skills in geographic information systems and am eager to engage with fellow students and faculty. Please let me know if there are any further steps I need to complete prior to my start date, which I understand to be [Start Date]. I am looking forward to contributing to the program and taking full advantage of the resources available.

Thank you once again for this opportunity.

Sincerely,

[Your Name]

[Your Date of Birth or Student ID if applicable]