

[Your Name]
[Your Address]
[City, State, Zip]
[Your Email]
[Your Phone Number]
[Date]
[Hiring Manager's Name]
[Company Name] (QVC)
[Company Address]
[City, State, Zip]

Dear [Hiring Manager's Name],

I am writing to formally accept the job offer for the [Job Title] position at QVC, as discussed during our recent conversations. I am excited about the opportunity to contribute to such an innovative and customer-focused company.

I appreciate the details shared regarding the role, team dynamics, and the company culture. I am particularly looking forward to [mention any specific project, value, or aspect of the company or role that excites you].

As per our agreement, I understand that my starting salary will be [Salary] with benefits including [list any benefits discussed]. I confirm that my start date will be [Start Date].

Thank you once again for this incredible opportunity. I am eager to join the QVC team and contribute to our shared success.

Sincerely,
[Your Name]