

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Employer's Name]
[Company/Organization Name]
[Company Address]
[City, State, Zip Code]

Dear [Employer's Name],

I am writing to confirm my acceptance of the position of Registered Nurse at [Company/Organization Name] as discussed in our recent conversation. I am excited to join your team and contribute to providing high-quality patient care.

As per our agreement, my start date will be [Start Date], and I will be working [full-time/part-time] in the [specific department/unit]. My hourly wage/salary will be [amount], and I understand that my work schedule will be [details about schedule].

I appreciate the opportunity and look forward to working with the team at [Company/Organization Name].

Thank you for this opportunity. Please let me know if you need any further information before my start date.

Sincerely,
[Your Name]