

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient's Name]
[Recipient's Job Title]
[Company Name]
[Company Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I wanted to take a moment to express my heartfelt thanks for the opportunity to join your team as a Software Engineer at [Company Name].

I am truly grateful for the warm welcome and support I received from everyone during my onboarding process. The team's collaborative approach and innovative mindset have made a significant impression on me. I am excited about contributing to [specific projects or goals] and leveraging my skills in [specific technologies or methodologies relevant to the position].

Thank you once again for believing in my capabilities and allowing me to be a part of such a talented group. I am looking forward to working together and achieving great things at [Company Name].

Warm regards,

[Your Name]