

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

[Employer's Name]
[Company's Name]
[Company's Address]
[City, State, Zip Code]

Dear [Employer's Name],

I am writing to formally accept the job offer for the position of [Job Title] at [Company's Name]. I am excited to join the team and contribute to the company's success.

As discussed, my starting salary will be [Salary Amount], and I will begin my employment on [Start Date].

Thank you for this opportunity. I look forward to working with you and the rest of the team.

Sincerely,
[Your Name]