

[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 hope this message finds you well. I am writing to formally accept the job offer for the [Job Title] position at [Company's Name] that was extended to me on [Date of Offer]. I am excited about the opportunity to join your team and contribute to the success of the company.

However, I would like to discuss a few conditions before finalizing my acceptance:

1. **\*\*Salary Adjustment\*\***: I would appreciate the possibility of renegotiating the starting salary to [Proposed Amount] based on my experience and the industry standard.

2. **\*\*Work Schedule\*\***: I would prefer a slightly adjusted work schedule to accommodate [Specific Reason], if possible.

3. **\*\*Remote Work Option\*\***: I would like to clarify if there is an option for remote work a few days a week, which I believe would enhance my productivity.

I am confident that we can reach an agreement that works for both parties. Thank you for considering my requests. I look forward to your response.

Best regards,

[Your Name]

[Your LinkedIn Profile or Other Relevant Links] (optional)