

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

[Recipient's Name]
[Recipient's Position]

Tzumi

[Company Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I am pleased to inform you that your application for [Position Title] at Tzumi has been accepted. We are excited to welcome you to our team.

Please find below the details regarding your position:

- ****Start Date:**** [Start Date]
- ****Salary:**** [Salary Amount]
- ****Work Schedule:**** [Work Schedule]

We look forward to your contribution and are confident you will be a valuable addition to our team. Please confirm your acceptance of this offer by [Deadline Date].

If you have any questions, feel free to reach out.

Sincerely,

[Your Name]
[Your Job Title]

Tzumi