

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

[Recipient Name]
[Recipient Title]
[Company/Organization Name]
[Company Address]
[City, State, Zip Code]

Dear [Recipient Name],

We are pleased to inform you that you have been accepted into the Y Combinator Residency program for the [specify cycle, e.g., Summer 2024] session.

Your application stood out due to [mention specific strengths or unique points from the application], and we are excited about the potential of your project, [Project Name].

As part of the program, you will receive [briefly outline the support, resources, or mentorship provided].

Please let us know your availability for a kickoff meeting during the week of [insert dates] to discuss next steps and get you acquainted with the Y Combinator team and community.

Congratulations once again, and we look forward to working with you!

Best regards,

[Your Name]
[Your Title]
Y Combinator
[Contact Information]