

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Hiring Manager's Name]
[Company Name]
[Company Address]
[City, State, Zip Code]

Dear [Hiring Manager's Name],

I am pleased to formally accept the job offer for the position of [Job Title] at [Company Name] in Zurich. I appreciate the opportunity and am excited to contribute to the team.

As discussed, my starting salary will be [Salary Amount], and I will begin on [Start Date]. I confirm my acceptance of all terms and conditions outlined in the offer letter.

Thank you once again for this opportunity. I look forward to starting my journey at [Company Name] and contributing to our shared success.

Sincerely,
[Your Name]