

Professional acknowledgment letter

Dear [Candidate's Name],

Subject: Acknowledgement of Offer Letter Acceptance

We are pleased to acknowledge the receipt of your acceptance of the offer for the position of [Job Title] at [Company Name]. We are delighted to have you join our team and look forward to your contributions and success within the organization.

Your start date as mentioned in the offer letter is [Start Date]. Please ensure that you complete any remaining formalities prior to joining.

Welcome aboard!

Sincerely,

[Your Name]

[Title]

[Company Name]

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