

Preliminary acceptance letter

Subject: Preliminary Acceptance of Board Position

Dear [Chairperson Name],

I am pleased to provisionally accept the invitation to join the Board of [Organization Name], pending receipt of formal documentation outlining responsibilities and expectations. I am enthusiastic about contributing to the organization's success.

Thank you for this opportunity.

Sincerely,

[Your Name]

Get more templates here:

<https://www.lettersandtemplates.com/letters/board-members-acceptance-letter>