

Contractual Appointment Letter

Subject: Contractual Appointment as General Manager

Dear [Candidate's Name],

We are pleased to offer you the position of General Manager at [Company Name] on a contractual basis for a period of [duration], commencing on [start date].

Your duties will include strategic oversight, operational management, and team leadership.

Compensation and benefits are as per the contract terms attached herewith. The contract may be extended or renewed based on performance and mutual agreement.

Please review, sign, and return the attached contract by [deadline date] to confirm your acceptance.

We look forward to your contribution and successful tenure.

Best regards,

[Your Name]

[Designation]

[Company Name]

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