

Heartfelt acceptance letter template

Subject: Acceptance of Job Offer “ Thank You

Dear [Hiring Manager's Name],

I am deeply grateful for the offer to join [Company Name] as [Job Title]. I am pleased to formally accept this position and would like to express my heartfelt thanks for your trust and support.

I am eager to bring my skills to the team and to contribute positively to the company’s success. I look forward to starting on [Start Date].

With appreciation,

[Your Name]

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