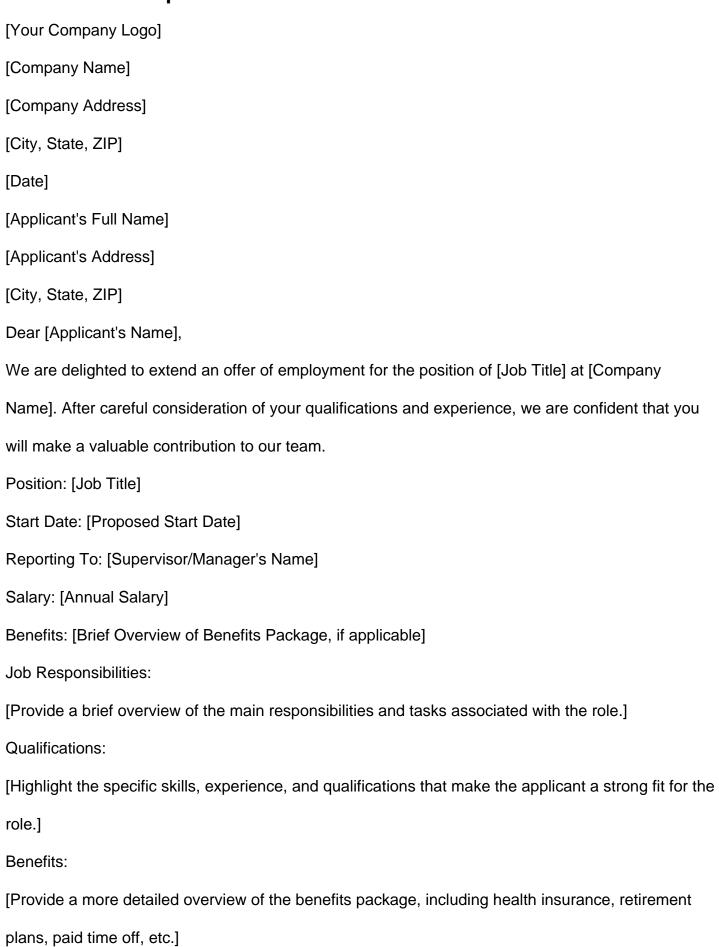
Offer Letter template



Please review this offer carefully, and if you have any questions or require any clarifications, do not hesitate to contact us at [HR Contact Email] or [HR Contact Phone Number]. To accept this offer, please sign and return a copy of this letter by [Acceptance Deadline Date]. You can scan and email it to [HR Contact Email] or send it via mail to the address provided above.

We are excited about the prospect of you joining our team and contributing to our company's success. We look forward to receiving your acceptance and welcoming you aboard.

Sincerely,

[Your Name]

[Your Title]

[Company Name]

[Contact Email]

[Contact Phone Number]

[Space for Applicant's Signature and Date]

Accepted: [Date of Acceptance]

[Applicant's Signature]

[Applicant's Full Name Printed]

Enclosure: [Any Enclosures, if applicable]

CC: [HR Department, if applicable]