

Offer with remote work arrangements

Subject: Conditional Provisional Employment Offer

Dear [Candidate Name],

This letter serves as a provisional offer for the role of [Job Title] at [Company Name], conditional upon the completion of all onboarding procedures and technology setup for remote work.

You will receive the formal employment contract after the successful completion of these prerequisites. Please review and acknowledge your acceptance of this provisional offer by [Date].

Kind regards,

[HR Team]

[Company Name]

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