

April 21, 2014

Dear John,

We are enthusiastic about your interest in working with Active Ingredients and want to offer you a full-time position (40 hours/week) as a Front-End Developer. We all feel that you will make a great addition to our team! The location of your job will be at our office at 12 East Sir Francis Drake Blvd., Suite D, Larkspur, CA.

We trust that your knowledge, skills and experience will be among our most valuable assets. Below is a brief summary of the initial compensation package and summary of the position we are offering as well as a description of next steps required to accept or decline this offer.

