

EMAIL

Purpose : Job acceptance mail

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To: abc@gmail.com

Subject : Job offer acceptance - SHARON MK

Respected HR,

I am writing to formally accept your offer for the position of the backend developer at xyz company, as outlined in your offer letter dated 5-12-2023.

I am thrilled to be joining your team and excited about the opportunity to the company's success.

I confirm my acceptance of the starting salary of 7.2 LPA and the starting date of 10<sup>th</sup> December 2023, as stated in the offer letter.

Thank you again for this incredible opportunity.

Sincerely,

Sharon m k

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