

Dear John Smith,

We are pleased to offer you the position of Accountant at Amaze Fox. We feel confident that you will contribute your skills and experience towards the growth of our organization.

As per the discussion, your starting date will be November 18th, 2022. Please find the employee handbook enclosed herewith which contains the medical and retirement benefits offered by our organizations.

Please confirm your acceptance of this offer by signing and returning a copy of this offer letter.

If you have any questions regarding the same, contact the manager or me via email or phone: 456-6780-21

We look forward to welcoming you on board.

Sincerely,
AmazeFox PVT LTD
MicKin
(Managing Director)

AMAZE FOX PVT LTD amazefoxsite.com