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# Internship Acceptance Thank You Letter

## **John Doe**

123 Main Street

Hometown, State, 12345

john.doe@example.com

(123) 456-7890

June 12, 2024

## **Jane Smith**

Internship Coordinator

Tech Innovators Inc.

456 Innovation Way

Tech City, State, 67890

Dear Jane Smith,

I am writing to formally accept the offer for the Software Development Internship at Tech Innovators Inc. I am genuinely grateful for this opportunity and thrilled to join your team. I appreciate the confidence you have shown in me by selecting me for this role.

I am eager to contribute to Tech Innovators Inc. and gain valuable experience in the software development department. I am confident that this internship will be an incredible learning experience, and I look forward to working with such a talented group of professionals.

Please let me know if there are any additional steps or paperwork required before my start date on July 1, 2024. If there is anything specific you would like me to prepare or review prior to beginning the internship, please do not hesitate to let me know.

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Thank you once again for this remarkable opportunity. I am excited to embark on this journey with Tech Innovators Inc. and contribute to the best of my abilities.

Sincerely,

**John Doe**

[LinkedIn Profile (optional)]

[Portfolio or Website (optional)]