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# **Employment Acceptance** **Letter**

**John Smith**  
**123 Maple Street**  
**Newtown, NY, 12345**  
**April 3, 2024**

**Ms. Laura Johnson**  
**Human Resources Director**  
**Bright Future Tech**  
**123 Innovation Drive**  
**Silicon Valley, CA, 94088**

Dear Ms. Johnson,

**Subject: Acceptance of Employment Offer – Software Engineer Position**

I am writing to formally accept the offer for the position of Software Engineer at Bright Future Tech. I am very excited to become a part of your innovative team and contribute to the projects that drive the company forward.

As outlined in the offer letter, I understand that my starting salary will be \$85,000 annually, with additional benefits including health insurance, life insurance, and a 401(k) plan. I confirm my start date as May 1, 2024, as agreed upon.

I am eager to bring my skills in software development and my passion for technology to Bright Future Tech. I look forward to working with the team and am confident that I can make a positive impact on the company's projects and goals.

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Thank you for this wonderful opportunity. I am looking forward to starting my new role and am excited about the contributions I can make to the team and the company.

Sincerely,

**John Smith**

**john.smith@email.com**

**(555) 123-4567**