

Offer Acceptance Letter For Teaching Job

Samantha Carter

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October 7, 2024

Mr. Thomas Reynolds

Lincoln High School

456 West Elm Street

Portland, OR 97205

Dear Mr. Reynolds,

I am writing to formally accept the offer to join Lincoln High School as a Science Teacher. I am grateful for the opportunity to be part of such a respected educational team and look forward to contributing to the academic success of your students.

As outlined in the offer, I understand the terms of my employment, and I am pleased to confirm my start date as November 10, 2024. I am eager to bring my experience and enthusiasm for teaching to Lincoln High School and to work collaboratively with both the staff and students to foster a positive learning environment.

Thank you once again for this wonderful opportunity. Please let me know if there are any documents or additional preparations I need to complete before my start date.

I am looking forward to becoming an integral part of the Lincoln High School community and contributing to its success.

Warm regards,

[Your Signature (if sending a hard copy)]

Samantha Carter