*Subject line: Nicholas Black- Offer Acceptance*

*Dear Robert,*

*Thank you for offering me the position of Financial Manager at ABC Corp. With great pleasure, I accept the offer. I am excited to join the company and positively contribute to its mission.*

*As we previously discussed on the phone, I accept the starting salary of $60,000 with the availability of benefits after two months.*

*My notice period ends on 11th December, and I confirm I will be joining on 12h December 2022. If there’s anything you need from me before this time, please get in touch.*

*Thank you again for this opportunity. I look forward to working with you soon.*

*﻿*

*Best Regards,*

*Nicholas Black*