**Formal Acceptance Letter**

To,

Ronaldson Jack

Hiring Manager

Joy Sales Enterprises

Nottingham

UK

7th March 2013

**Subject:** Forma job acceptance letter

Respected Sir,

This is my formal acceptance letter to accept your offer of employment for the job post of sales executive. This is in reference to the job offer letter that you sent to me on 28th February 2013. The job post matches my interest and I look forward to work in such a challenging environment. I am delighted to work at a reputed company like yours and contribute significantly towards the growth of this organization.

After a careful consideration of the terms and conditions mentioned in the job offer letter, I formally accept the job proposal and look forward to join from 10th March 2013. As per the stated terms, my employment with your company ensures monthly salary of $700 which would be paid to me by 10th of every month. Also, the medical benefits and dues benefits will commence after 30 days of my employment.

Enclosed with this letter is a copy of the offer letter duly signed by me. If there are other formalities that I need to fulfill, please let me know.

I look forward to work with you. For details and information, feel free to contact me on 6049594.

Thanking you in anticipation.

Sincerely,

Troy Wills