

Subject line: Daniel Blake - Job Offer Acceptance

To: Ms. Sharlene Mann

Dear Sharlene,

I bless you for your kind offer to take the position of Web Developer at EST. I am excited, looking forward to joining the team, and formally accept the offer.

As has been already discussed, my annual gross salary will be \$73,760 with a \$15,000 sign-on bonus.

I will receive 10 days annual leave, private health, vision, dental insurance plan, sick pay after my start with the options to work remotely.

I eagerly confirm that my starting date of employment will be 07/20/21. In case any additional information is needed before this date, please put it on notice.

Once again, I sincerely appreciate your considering my candidacy and look forward to commencing work at EST.

Kind regards,

Daniel Blake.