

[Your Name]  
[Your Address]  
[City, State, ZIP Code]  
[Email Address]  
[Phone Number]  
[Date]

[Employer's Name]  
[Company Name]  
[Company Address]  
[City, State, ZIP Code]

Dear [Employer's Name],

I am writing to formally accept the offer for the internship position at [Company Name]. I am sincerely grateful for this opportunity and for the confidence you have shown in my abilities. I appreciate the chance to learn from your esteemed team and am eager to contribute effectively during my internship period.

I look forward to gaining valuable experience and enhancing my skills through meaningful work at [Company Name]. Thank you for providing this platform for personal and professional growth; I am honored to be selected. Please consider this letter as my official acceptance of the terms and conditions as outlined in the offer letter.

I am excited to begin this journey, and I assure you of my utmost dedication, enthusiasm, and professionalism throughout my tenure. Thank you once again for this incredible opportunity.

Sincerely,  
[Your Name]