

**[On letterhead of Employer]**

[Name and Address of Employee]

Dated: [Date]

Dear [Name]

**Employment with [Name of employing company] Limited**

I am pleased to  
Limited as [Pos.  
[Date]].

Your salary will

[Your working c

Your employme

This offer of em  
withdrawn if an

(a)

(b)

(c)

(d)

If you wish to a  
return it to [Na  
be deemed to h

[You should not  
confirmed to yo  
give [Number] |

This letter supe  
us.

I look forward t

Yours sincerely



[company]  
r around

ons and will be

One of these  
e names and

Kingdom. We  
of your  
the right for

of employment  
rou as a result

ng licence,

ment and  
, the offer will

I we have  
that you must

loyment with

-----  
Name  
On behalf of [Name of employing company]