Date: 10th July, 2009

Ms Anne Bradstreet,  
Seattle Grace Hospital,  
5897, Inner Harbor,  
Baltimore, BA 56849038.

Dear Ms. Bradstreet,

I would like to express my sincerest gratitude for assigning me as the new radiologist in your Seattle Grace Hospital. I am really pleased to accept your offer and at the same time start my career in Seattle Grace.

As was agreed upon, my employment would entail a salary of $xxx per annum, and that I will report to the X-ray Department headed by Mr. Edgar Allan Poe. Before the scheduled date of my first day of work, I would try to settle near the area and fix everything including my paper works. I would keep in touch with the hospital if there would be sudden concerns. In the same manner, feel free to inform me if I can furnish any relevant information for other concerns.

I would do anything in my power to meet all the expectations that your medical institution has. I would try to accomplish all my tasks and fulfill the promises I made during my interview.

Again, thank you for choosing me for this wonderful and thrilling chance.

Sincerely,

Bernard McDuff