

1 Contract Employee Offer Letter Sample Email Template

Seasonal contract employee offer letter template

Subject: Exciting Opportunity: Seasonal Contract Position Offer

Dear [Candidate's Name],

We are thrilled to extend an offer for you to join our team as a [Job Title] on a seasonal contract basis. Your skills and enthusiasm make you a great fit for our team during this busy period.

Position Details:

- **Job Title:** [Job Title]
- **Department:** [Department Name]
- **Contract Duration:** [Start Date] to [End Date]
- **Work Schedule:** [Days/Hours]

Compensation and Benefits:

- **Hourly Rate/Salary:** [Amount]
- **Payment Schedule:** [Weekly/Bi-weekly]
- **Benefits:** [List any applicable benefits]

Location:

- [Work Location/Remote]

Key Responsibilities:

- [Responsibility 1]
- [Responsibility 2]
- [Responsibility 3]

Please review the attached contract for detailed terms and conditions. We are happy to answer any questions you may have.

To accept this offer, kindly reply to this email by [Acceptance Deadline]. We look forward to welcoming you to the team and working together.

Warm regards,

[Your Name]

[Your Position]