

[Company Name]
[Company Address]
[City, State, Zip Code]

[Date]

[Candidate Name]
[Candidate Address]
[City, State, Zip Code]

Subject: Offer of Seasonal Fixed-Term Employment

Dear [Candidate Name],

We are pleased to offer you the seasonal position of [Job Title] at [Company Name]. This is a fixed-term placement specifically to assist during our [Season/Peak Period, e.g., Winter Holiday] season.

1. Term of Employment

Your employment will commence on [Start Date] and is scheduled to end on [End Date]. Please note that this is a fixed-term contract, and your employment will automatically terminate on the end date without further notice, unless extended in writing.

2. Compensation

Your rate of pay will be [Amount] per [Hour/Month], payable on [Payment Schedule, e.g., every second Friday]. This position is subject to applicable tax withholdings.

3. Hours of Work

You will be expected to work approximately [Number] hours per week. Due to the seasonal nature of this role, your schedule may vary based on business needs.

4. Duties

Your primary responsibilities will include [Brief Description of Main Tasks]. You agree to perform these duties to the best of your ability and comply with all company policies.

5. At-Will Employment

Notwithstanding the fixed-term nature of this role, your employment remains "at-will." This means either you or the company may terminate the employment relationship at any time, with or without cause or notice.

To accept this offer, please sign and return this letter by [Expiration Date].

We look forward to having you join our team for the upcoming season.

Sincerely,

[Name of Hiring Manager/HR Representative]
[Title]

Acceptance:

I, [Candidate Name], accept the offer of seasonal fixed-term employment as described above.

Signature: _____ Date: _____