

[Date]

[Candidate Name]

[Candidate Address]

[City, State, Zip Code]

Dear [Candidate Name],

We are pleased to offer you the position of Chief Marketing Officer (CMO) at [Company Name]. We were impressed with your experience and believe your leadership will be vital to our brand's growth and market presence.

The details of your offer are as follows:

- **Commencement Date:** [Start Date]
- **Reporting to:** [Name/Title, e.g., Chief Executive Officer]
- **Base Salary:** [Amount] per year, paid [Monthly/Bi-weekly]
- **Performance Bonus:** Eligible for an annual bonus of up to [Percentage]% based on company and individual performance targets.
- **Equity/Stock Options:** [Details of equity grant, if applicable]
- **Benefits:** You will be eligible for [List benefits, e.g., health insurance, 401k, paid time off] as per company policy.

Your primary responsibilities will include overseeing the company's marketing strategy, brand development, and lead generation initiatives to drive revenue growth.

This offer is contingent upon [List contingencies, e.g., background check, reference checks, or proof of eligibility to work].

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

We look forward to having you join our executive team.

Sincerely,

[Name]

[Title]

[Company Name]

Acceptance:

I, [Candidate Name], accept the offer of Chief Marketing Officer under the terms described above.

Signature: _____ Date: _____