

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

[Date]

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

Subject: Offer of Seasonal Employment

Dear [Candidate Name],

We are pleased to offer you a seasonal position as a [Job Title, e.g., Warehouse Associate] at [Company Name]. We were impressed with your skills and believe you will be a valuable addition to our logistics team during this busy season.

Position Details:

- **Start Date:** [Start Date]
- **End Date:** [Expected End Date]
- **Reporting Manager:** [Manager Name/Title]
- **Work Location:** [Warehouse Location/Address]
- **Shift/Schedule:** [Shift Details, e.g., Monday-Friday, 8:00 AM - 4:30 PM]

Compensation:

Your hourly rate of pay will be \$[Amount] per hour, paid [Weekly/Bi-weekly] via [Direct Deposit/Check]. As this is a temporary seasonal position, you will not be eligible for company benefits, except as required by law.

Terms of Employment:

This is a temporary, seasonal placement. Employment with [Company Name] is "at-will," meaning either you or the company may terminate the employment relationship at any time, with or without cause or notice. This offer is contingent upon the successful completion of [Background Check/Drug Screen/Reference Check].

Please confirm your acceptance of this offer by signing and returning this letter by [Deadline Date].

We look forward to having you on the team!

Sincerely,

[Sender Name]
[Sender Title]

Acceptance:

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

Signature: _____ Date: _____