

Dear [Candidate Name],

We are pleased to offer you the position of [Job Title] at [Company Name]. We were impressed with your track record and believe your skills are a perfect match for our sales team.

Commencement Date: [Start Date]

Reporting To: [Manager Name/Title]

Compensation Structure:

- **Base Salary:** \$[Amount] per [Year/Month].
- **Sales Commission:** You will earn [Percentage]% on all closed sales.
- **Performance Bonuses:** Eligibility for a [Monthly/Quarterly] bonus of up to \$[Amount] based on achieving [Specific KPI/Target].

Benefits:

[List key benefits such as Health Insurance, Paid Time Off, or Expense Reimbursement].

Terms of Employment:

This is a performance-based role. Your continued employment is subject to meeting the minimum sales quotas as outlined in the attached Sales Plan.

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

Sincerely,

[Sender Name]

[Title]

[Company Name]

Acceptance:

I, [Candidate Name], accept the offer for the position of [Job Title] as outlined above.

Signature: _____ Date: _____