

[Date]

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

Dear [Candidate Name],

We are pleased to offer you the position of [Job Title] at [Company Name]. We are excited about the prospect of you joining our team.

This offer is contingent upon the successful verification of your professional license: [Type of License, e.g., Registered Nurse, CPA, Professional Engineer]. As discussed, maintaining a valid and active license is a fundamental requirement for this role.

The details of your offer are as follows:

- **Start Date:** [Date], pending verification.
- **Salary/Wage:** [Amount] per [Year/Hour].
- **Reporting Manager:** [Manager Name].

To proceed, please provide a copy of your current license or your license number and the issuing state/authority by [Date]. Our HR department will verify the status and standing of your credentials.

Please note that this offer may be rescinded if the license verification cannot be completed satisfactorily, if the license is found to be inactive, or if there are any unresolved disciplinary actions that conflict with company policy.

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

Sincerely,

[Sender Name]
[Sender Title]
[Company Name]

Acceptance:

I accept the contingent offer of employment as outlined above.

Signature: _____ Date: _____