

[Date]

[Candidate First Name] [Candidate Last Name]

[Candidate Address]

[City, State, Zip Code]

Dear [Candidate Name],

We are pleased to offer you the temporary seasonal position of **[Job Title]** at **[Company Name]**. We believe your skills will be a great asset to our team during this busy season.

Please review the following terms of your seasonal employment:

- **Start Date:** [Start Date]
- **End Date:** [Anticipated End Date] (Note: This is a temporary position based on business needs.)
- **Manager/Supervisor:** [Supervisor Name]
- **Compensation:** \$[Amount] per [Hour/Week]
- **Work Schedule:** [Days and Hours, e.g., Monday-Friday, 8am-5pm]

As a seasonal employee, you will not be eligible for company benefits, including but not limited to health insurance and paid time off, unless required by law. This offer is contingent upon [Background Check/Drug Screen/Reference Check].

Employment with [Company Name] is "at-will," meaning that 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 [Deadline Date].

Sincerely,

[Sender Name]

[Sender Title]

[Company Name]

Acceptance:

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

Signature: _____ Date: _____