

To,  
**The Sr. Manager (Recruitment)**  
SJVN Limited,  
Himfed Building,  
**NEW SHIMLA.**

**Sub: Acceptance to your Offer of Appointment No. CC/Pers./.....  
..... dated..... to the post of .....**

Sir,

With reference to the above cited subject,

1. I hereby accept the above mentioned offer of appointment and the terms and conditions contained therein,
  - 1.1 All the copies of the Attestation Form duly completed will be submitted at the time of joining.
  - 1.2 I will be reporting for joining on or before..... after getting myself declared medically fit.
- OR
2. I regret that the above mentioned post offer of appointment is not acceptable to me.

**Place :**

**Signature**

**Date:**

**Name :**

**Father's Name:**

**Address:**