To,
Supervisor/Guide Name
Affiliation
Email ID

From,
Researcher Name
Affiliation
Email ID
Contact Number

Date

Sub: Acceptance of Post-Doctoral Fellowship Offer

<University Name>
Research Duration: <Date> to <Date>

Dear Professor,

Thank you for taking the time to consider me for the Research Fellowship (Post-Doctoral Fellowship Level) at your institution. I'm extremely grateful for the opportunity and appreciate your time and attention in supporting me in the process. I'm delighted to accept the offer, work, and complete the research as per the terms and conditions mentioned.

I look forward to starting with your institution and will await further details about the first meeting and the research proposal. If there's anything further you need from me, please don't hesitate to ask.

Thank you again for this opportunity, and I look forward to working with you.

Kind Regards,

<digital sign it>
<Researcher Name>

Note: Remove this note, update the lines in the yellow highlighted and later remove the highlighted colour.