

ABC Corporation
123 Business Avenue
City, State, ZIP
Phone: (123) 456-7890

Date: June 20, 2024

To: John Doe
456 Applicant Street
Cityville, State, ZIP

Conditional Employerâ€™s Liability Acceptance Letter

Dear John Doe,

We are pleased to inform you that your application for employment with ABC Corporation has been conditionally accepted, subject to the terms outlined below regarding employerâ€™s liability.

Please note that while your employment is accepted, this acceptance remains conditional and contingent upon:

- Successful completion of pre-employment screening and background verification.
- Compliance with all company policies, procedures, and safety regulations.
- Fulfilling any legal and statutory requirements relevant to your employment status.

The companyâ€™s liability regarding your employment remains limited and conditional as per the companyâ€™s standard policies until all conditions are met and confirmed in writing.

Kindly sign and return a copy of this letter to indicate your acceptance of the conditional terms stated herein.

We look forward to welcoming you to our team and are confident that you will make a positive contribution.

Sincerely,

Jane Smith
HR Manager
ABC Corporation

Important Notes:

- This letter is not a guarantee of unconditional employment and is subject to the conditions specified.
- Read and understand all terms before signing and returning the acceptance letter.
- All employerâ€™s liability provisions are governed by applicable laws and corporate policies.
- Retain a copy of the signed document for your records.