

# Standard Employerâ€™s Liability Acceptance Letter

Date: 20 June 2024

Ref: EL/HR/2024/157

To,

Mr. John Doe,  
45 Spring Avenue,  
Cityname, ZIP 12345

## Subject: Acceptance of Employerâ€™s Liability Terms

Dear Mr. Doe,

We are pleased to inform you that your employment with **Acme Corporation** is confirmed, effective from **1 July 2024**. This letter serves as formal acceptance of employerâ€™s liability conditions in accordance with your employment contract and prevailing labor laws.

We acknowledge and accept our responsibility for any legal liability arising under the Employerâ€™s Liability Insurance Policy, covering personal injury or occupational disease incurred during your course of employment, as stipulated by statutory regulations.

Please note that this acceptance is subject to the terms and limitations outlined in your contract and existing company policies. You are requested to familiarize yourself with these terms and reach out to the Human Resources department for any clarifications.

We welcome you to the organization and look forward to a fruitful association.

Yours sincerely,

**Jane Smith**  
HR Manager  
Acme Corporation

## Important Notes:

- This letter confirms the employerâ€™s liability coverage as per statutory obligations.
- It does not override the specific terms mentioned in your employment contract.
- Direct any insurance-related or legal queries to the Human Resources department.
- Keep this letter for your records and future reference.