### **Business Associate Offer Letter**

**[Your Company Name]**[Your Address]  
[City, State, ZIP Code]  
[Date]

**[Recipient’s Name]**[Recipient’s Address]  
[City, State, ZIP Code]

**Subject:** Offer to Join as Business Associate

Dear [Recipient’s Name],

We are pleased to offer you the opportunity to join [Your Company Name] as a Business Associate. Based on your expertise in [specific area/skill], we believe you will be a valuable addition to our team.

### **Details of the Offer**

* **Position Title:** Business Associate
* **Scope of Work:** [Briefly outline roles and responsibilities.]
* **Compensation/Terms:** [Specify salary, commission, or other terms.]
* **Start Date:** [Mention the proposed start date.]

We are confident that this partnership will be mutually beneficial and contribute to the growth of [Your Company Name]. Please confirm your acceptance by [response deadline].

Sincerely,  
[Your Full Name]  
[Your Job Title]  
[Your Company Name]  
[Phone Number]  
[Email Address]