

Conditional Job Offer Notice Form

Date: _____

Candidate Name: _____

Position Offered: _____

Department: _____

Start Date (Proposed): _____

Salary/Compensation: _____

Conditions to be Met:

- Background verification
- Submission of required certifications/licenses
- Reference checks
- Medical assessment (if applicable)
- Other: _____

Employer Representative: _____

Employer Contact Information:

Candidate Signature: _____ **Date:** _____

Notice: This offer is conditional upon fulfillment of the above-listed requirements.
Employment commencement is contingent upon successful completion of all conditions.

This template ensures that both the employer and candidate are aware of and agree to the prerequisites prior to final employment confirmation.