

Salary Negotiation Letter

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Manager's Name]

[Company's Name]

[Company's Address]

[City, State, Zip Code]

Subject: Salary Negotiation

Dear [Manager's Name],

I hope this message finds you well. I want to express my gratitude for the opportunity to be part of [Company's Name] and for the support I've received since joining the team. I have thoroughly enjoyed my role as [Your Job Title] and contributing to our ongoing projects.

As we have discussed my performance and the achievements I've made over the past [duration of time], I would like to propose a discussion regarding my salary. Given my experience and the current industry standards, I believe that a review of my compensation is appropriate.

According to my research, the typical salary for my position, considering my level of expertise and contributions, falls within the range of [insert salary range]. I am confident that my skills and commitment have positively impacted our team and company goals.

I would appreciate the opportunity to discuss this further and explore how we can align my compensation with my contributions and the market standards. Please let me know a suitable time for us to meet.

Thank you for considering my request. I look forward to your response.

Sincerely,

[Your Name]