

Salary Negotiation Letter

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Employer's Name]

[Company's Name]

[Company's Address]

[City, State, Zip Code]

Dear [Employer's Name],

Thank you for offering me the [Job Title] position at [Company Name]. I am very excited about the opportunity to join your team and contribute to [specific goals or projects].

After reviewing the offer in detail, I would like to discuss the salary component of the compensation package. Based on my [relevant experience, skills, and market research], I was expecting a salary in the range of [your expected range].

I believe this adjustment reflects my qualifications and the value I will bring to your team. I am keen on this opportunity and am confident we can reach a mutually beneficial agreement.

Thank you for considering my request. I look forward to discussing this further and am available at your convenience.

Best regards,
[Your Name]