

Salary Benchmarking Request

Dear [Recipient's Name],

I hope this message finds you well. As part of our ongoing efforts to ensure that our team's compensation is competitive and equitable, I am writing to request a salary benchmarking analysis for our team.

Understanding the current market trends and salary ranges will help us evaluate our existing compensation structure and make informed decisions moving forward. We aim to assess our salaries against similar positions within our industry and region.

Could you please assist us by providing relevant salary data or directing us to the appropriate resources? Your support in this matter will be invaluable for maintaining our team's motivation and retention.

Thank you for your attention to this request. I look forward to your prompt response.

Best regards,

[Your Name]

[Your Job Title]

[Your Company]

[Your Contact Information]