

Compensation Evaluation Letter

[Date]

[Recipient Name]

[Recipient Title]

[Company Name]

[Company Address]

Dear [Recipient Name],

I am writing to present the results of the recent compensation evaluation conducted for executive directors at [Company Name]. Our objective was to ensure that our compensation practices align with market standards while recognizing the achievements and contributions of our executive leadership team.

After thorough analysis and benchmarking against comparable organizations, we have identified the following key findings:

- Current compensation levels for executive directors are [above/at/below] the market median.
- The performance metrics considered during the evaluation included [list key performance metrics].
- Recommendations for adjustments include [details of proposed compensation adjustments].

We believe these adjustments will not only enhance competitive positioning but also drive motivation and performance among our executive team.

We look forward to discussing this evaluation further and aligning on next steps. Thank you for your continued leadership and commitment to [Company Name].

Sincerely,

[Your Name]

[Your Title]

[Company Name]

[Your Contact Information]