

# Job Offer 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 position of [Job Title] at [Company's Name]. I am excited about the opportunity to join your team and contribute to the company's success.

After reviewing the job offer, I would like to discuss the possibility of additional benefits. While I truly appreciate the offered salary of [insert salary], I believe that [insert your reasoning, e.g., my experience, the industry standard, etc.] warrants a review of the additional benefits package. Specifically, I would like to discuss [insert specific benefits, e.g., more vacation days, remote work options, education reimbursement, etc.].

I am confident that we can reach a mutually beneficial agreement that recognizes my skills and contributions to [Company's Name]. Thank you for considering my request. I look forward to your response.

Sincerely,  
[Your Name]