

Job Offer Negotiation

Dear [Hiring Manager's Name],

I hope this message finds you well. I would like to express my sincere gratitude for the job offer for the position of [Job Title] at [Company Name]. I am excited about the opportunity to join your team and contribute to the organization's success.

After reviewing the offer details, I would like to discuss the vacation time included in the proposal. I believe that having a balanced work-life schedule is essential for optimum productivity and well-being.

Considering my previous experience and the industry standards, I would like to propose a vacation time adjustment to [number of weeks] weeks per year. I believe this would enable me to perform at my best while ensuring my personal commitments are met.

I appreciate your understanding and am open to further discussion on this matter. Thank you once again for the opportunity, and I look forward to your response.

Best regards,

[Your Name]

[Your Contact Information]