

Temporary Job Offer Negotiation

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

[Employer's Name]
[Company's Name]
[Company's Address]
[City, State, Zip Code]

Dear [Employer's Name],

Thank you very much for offering me the position of [Job Title] at [Company's Name]. I am excited about the opportunity and believe that my skills and experience align well with the goals of your team.

Before I accept the offer, I would like to discuss a few aspects of the offer. Specifically, I would like to address [mention the aspects you wish to negotiate, e.g., salary, duration, benefits].

I believe that [offer your reason or justification for the negotiation, e.g., market research, personal expenses, previous salary]. I am confident that we can come to a mutually beneficial agreement.

Thank you for considering my request. I am looking forward to your response and hope to resolve this matter quickly so we can proceed with the next steps.

Sincerely,
[Your Name]