

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Hiring Manager's Name]

[Company's Name]

[Company's Address]

[City, State, Zip Code]

Dear [Hiring Manager's Name],

I hope this message finds you well. I am writing to formally request a review of the proposed salary for the [Job Title] position I applied for at [Company's Name].

After conducting thorough research on industry standards and considering my qualifications and experience, I believe that a salary adjustment is warranted to reflect my value to the team and align with the market rate for similar roles.

Thank you for considering my request. I look forward to discussing this matter further.

Sincerely,

[Your Name]