

Sales Commission Modification Proposal

Date: [Insert Date]

To: [Recipient's Name]

Position: [Recipient's Position]

Company: [Recipient's Company]

Address: [Recipient's Address]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to discuss a proposed modification to the sales commission structure that I believe can lead to improved results for our team and the company as a whole.

Over the past [insert time period], we have observed [insert observations about current sales performance, challenges, or market trends]. In light of these observations, I propose the following changes to our commission structure:

- Increase the base commission rate from [current rate] to [proposed rate].
- Introduce tiered commission incentives for exceeding sales targets.
- Implement a quarterly bonus for top performers.

I believe these modifications can motivate our sales team to achieve even greater results, fostering a culture of excellence and accountability.

I would appreciate the opportunity to discuss this proposal further and explore how we can implement these changes effectively. Please let me know a convenient time for us to meet.

Thank you for considering this proposal. I look forward to your feedback.

Sincerely,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]