

# Salary Elevation Appeal

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Manager's Name]

[Company's Name]

[Company's Address]

[City, State, Zip Code]

Dear [Manager's Name],

I hope this message finds you well. I am writing to formally appeal for a salary elevation due to the increased workload I have been experiencing over the past few months.

As you are aware, my responsibilities have significantly expanded to include [mention specific tasks or projects]. This escalation in duties has required me to [explain how the workload has affected you], which I believe warrants a review of my current compensation.

Considering the additional responsibilities and the value I bring to the team, I would appreciate the opportunity to discuss a salary adjustment that reflects my contributions to the company.

I look forward to your response and hope to discuss this matter further at your earliest convenience. Thank you for your consideration.

Sincerely,

[Your Name]