

Salary Increment Endorsement Letter

Date: [Insert Date]

[Recipient's Name]

[Recipient's Position]

[Company Name]

[Company Address]

Dear [Recipient's Name],

I am writing to formally endorse a salary increment for [Employee's Name], who has been an invaluable member of our team since [Employee's Start Date]. Over the past [time period], [he/she/they] has demonstrated exceptional performance, commitment, and dedication to [his/her/their] role as [Employee's Position].

[Employee's Name] has consistently [mention specific achievements and contributions], which have significantly contributed to the success of our team and company.

Considering these exceptional contributions and to keep [him/her/them] motivated, I strongly recommend a salary increment of [insert percentage or amount] effective from [insert effective date].

Thank you for considering this endorsement. I believe it is a well-deserved recognition of [Employee's Name]'s hard work and commitment.

Sincerely,

[Your Name]

[Your Position]

[Company Name]