

# Compensation Agreement Negotiation

Date: [Insert Date]

[Intern's Name]

[Intern's Address]

[City, State, Zip Code]

Dear [Intern's Name],

Thank you for your continued dedication to our team during your internship at [Company Name]. We appreciate your contributions and the skills you bring to our organization.

As we move forward, I would like to discuss the terms of your compensation agreement. Considering the value you add to our projects, I believe it is important to ensure that you feel valued and fairly compensated for your efforts.

Currently, the proposed compensation package includes [insert current offer details]. However, I would like to explore options that better reflect your contributions and industry standards.

Could we schedule a meeting to discuss this further? I am looking forward to your feedback and hope we can reach an agreement that meets both your expectations and our organizational budget.

Thank you for your understanding, and I look forward to hearing from you soon.

Best regards,

[Your Name]

[Your Position]

[Company Name]

[Your Contact Information]