

Comparison of Job Offers

Date: [Insert Date]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to express my gratitude for the job offers I have received and to seek some clarification on a few terms to assist me in my decision-making process. Below, I've outlined the offers I have received:

Job Offer Comparison

Criteria	Company A	Company B	Company C
Position	[Position A]	[Position B]	[Position C]
Salary	[Salary A]	[Salary B]	[Salary C]
Benefits	[Benefits A]	[Benefits B]	[Benefits C]
Work Hours	[Work Hours A]	[Work Hours B]	[Work Hours C]
Location	[Location A]	[Location B]	[Location C]

As I review these offers, I would appreciate any additional information you could provide about [specific terms you need clarification on] to help me in my comparison.

Thank you once again for the opportunity. I look forward to your response.

Best regards,

[Your Name]

[Your Contact Information]