

Subject: Negotiation of Job Offer - Additional Benefits

Dear [Hiring Manager's Name],

I hope this message finds you well. I would like to express my gratitude for the job offer for the position of [Job Title] at [Company Name]. I am very excited about the opportunity to join your team and contribute to [specific company goals or projects].

Before formally accepting the offer, I would like to discuss the possibility of negotiating some additional benefits. Based on my research and industry standards, I believe that adjustments to [mention specific benefits, e.g., salary, remote work options, additional vacation days, professional development funding, etc.] would make this opportunity even more aligned with my expectations and value I bring to the company.

Could we schedule a time to discuss this further? I am confident that we can come to a mutually beneficial agreement that reflects my qualifications and the contributions I aim to make at [Company Name].

Thank you for considering my request. I look forward to your response.

Best regards,

[Your Name]

[Your Phone Number]

[Your Email Address]