

# Salary Negotiation Response

Dear [Manager's Name],

Thank you for taking the time to meet with me for my performance review on [Date]. I appreciate your feedback and recognition of my contributions over the past year.

After considering my performance and the responsibilities I have taken on, I would like to discuss the possibility of adjusting my salary to better reflect my contributions and the value I bring to the team. Given my achievements in [specific projects or responsibilities], I believe that an increase would be appropriate.

I have researched industry standards and found that the average salary for my position in our area is [insert salary range]. I feel that a salary adjustment to [desired salary] would align my compensation more closely with my performance and the market standards.

I am committed to continuing my growth and contributing to [Company Name]. I am looking forward to discussing this matter further and am open to finding a mutually beneficial arrangement.

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

Sincerely,

[Your Name]

[Your Job Title]

[Your Contact Information]