

Counteroffer Letter

Date: [Insert Date]

[Recipient's Name]

[Recipient's Title]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

Thank you for your offer dated [insert offer date] regarding the [specific contract or position]. I appreciate the opportunity to work with [Company Name] and value the prospect of contributing to your team.

After reviewing the terms presented, I would like to propose a counteroffer for your consideration:

- **Position/Service:** [Specify Position or Service]
- **Terms:** [Specify terms you want to modify]
- **Compensation:** [Specify your desired compensation]

I believe these adjustments more accurately reflect my experience and the value I will bring to [Company Name]. I am confident that we can arrive at a mutually beneficial agreement.

Please feel free to contact me at [your phone number] or [your email address] to discuss this further. I look forward to his conversation and hope to finalize the terms soon.

Thank you for your consideration.

Sincerely,

[Your Name]

[Your Title]

[Your Company]

[Your Address]

[City, State, Zip Code]

[Your Phone Number]

[Your Email Address]