

Salary Increase Request Letter

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Manager's Name]

[Company's Name]

[Company's Address]

[City, State, Zip Code]

Dear [Manager's Name],

I hope this message finds you well. I am writing to formally request a review of my current salary based on my performance and contributions to [Company's Name]. Over the past [duration], I have taken on [mention specific responsibilities and achievements], which I believe have significantly benefited our team and the organization.

In light of my dedication and results, I would like to discuss the possibility of a salary increase that reflects my performance excellence and ongoing commitment to our goals.

Thank you for considering my request. I look forward to discussing this matter with you.

Sincerely,

[Your Name]