

Job Offer Negotiation Letter

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Hiring Manager's Name]

[Company's Name]

[Company's Address]

[City, State, Zip Code]

Dear [Hiring Manager's Name],

Thank you for extending the offer for the [Job Title] position at [Company's Name]. I appreciate the opportunity and the confidence you have shown in my abilities.

After careful consideration, I would like to discuss the terms of the offer. While I am excited about the role and the potential it holds, I was hoping for a salary closer to [Your Desired Salary], which I believe reflects my experience and the value I will bring to the team.

I am very enthusiastic about the prospect of joining [Company's Name] and contributing to [specific goals or projects]. I am confident that we can reach an agreement that works for both of us.

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

Sincerely,

[Your Name]