

# Salary Negotiation Letter

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

Hiring Manager

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Hiring Manager's Name],

I am excited about the opportunity to join [Company Name] as [Job Title]. Thank you for extending an offer to me. After careful consideration of the offer and conducting some industry comparison regarding salary benchmarks for similar positions, I would like to discuss the proposed salary.

Based on my research, the typical salary for [Job Title] with my level of experience in our industry is approximately [insert salary range]. Given my background in [mention relevant experience/qualifications] and the value I can bring to [Company Name], I believe a salary of [your desired salary] would be more appropriate.

I am very enthusiastic about the prospect of working with your team and contributing to [mention any specific goals or projects]. I hope we can come to a mutually beneficial agreement.

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

Sincerely,

[Your Name]