

# Request for Stipend Adjustment

Dear [Supervisor's Name],

I hope this message finds you well. I am writing to formally request an adjustment to my internship stipend. Over the past [duration of internship], I have taken on additional responsibilities and contributed significantly to [specific projects or tasks].

Given the value of the work I have executed, as well as the skills and dedication I have demonstrated, I believe that an adjustment to my stipend would be a fair recognition of my contributions.

I am grateful for the opportunity to be part of [Company Name] and am excited about continuing to contribute positively to the team. I look forward to discussing this matter further.

Thank you for considering my request.

Sincerely,

[Your Name]

[Your Contact Information]