

Internship Stipend Negotiation

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Recipient's Name]

[Company's Name]

[Company's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to express my excitement about the internship opportunity at [Company's Name] and to discuss the stipend associated with this position.

Firstly, I want to express my gratitude for being selected for this role. I am eager to contribute to [specific project or team] and further develop my skills in [your field].

After conducting research on industry standards and considering my qualifications and the value I aim to bring to your team, I would like to discuss the possibility of a stipend adjustment. Based on my findings and discussions with peers, the average stipend for similar internships in our field typically ranges between [insert range], and I believe that my background in [mention relevant experience or skills] justifies a stipend that reflects this standard.

I am very enthusiastic about joining [Company's Name] and am confident that we can come to a mutually beneficial agreement regarding the internship stipend. Thank you for considering my request, and I look forward to your response.

Sincerely,

[Your Name]