

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Manager's Name]

[Company Name]

[Company Address]

[City, State, Zip Code]

## **Subject: Request for Additional Job Perks**

Dear [Manager's Name],

I hope this message finds you well. I am writing to formally request a review of my current job perks. I have thoroughly enjoyed my role as [Your Job Title] at [Company Name], and I believe that additional benefits could further enhance my productivity and job satisfaction.

After researching industry standards and considering my contributions to the team, I would like to propose the following additional perks:

- [Perk 1]
- [Perk 2]
- [Perk 3]

I am confident that these adjustments would not only support my personal and professional growth but also align with the company's goals for employee satisfaction and retention.

Thank you for considering my request. I am looking forward to discussing this matter further and appreciate your attention to this matter.

Best regards,

[Your Name]

[Your Job Title]