

# Letter of Negotiation for Enhanced Job Offer

Date: [Insert Date]

Hiring Manager's Name

Company Name

Company Address

City, State, Zip Code

Dear [Hiring Manager's Name],

I hope this message finds you well. I want to express my gratitude for the offer to join [Company Name] as a [Job Title]. I am excited about the opportunity and believe that my skills and experiences align well with the company's mission and goals.

After careful consideration of the offer, I would like to discuss the possibility of enhancing certain components of the job offer. Based on my research and understanding of the industry standards, I believe an adjustment in salary and benefits would more accurately reflect my qualifications and the value I can bring to your team.

Specifically, I would like to propose a salary of [Insert Proposed Salary] as I believe this aligns more closely with my experience and the scope of the role. Additionally, I would appreciate discussing [any additional benefits or perks you would like to negotiate].

I am genuinely enthusiastic about the opportunity and am confident that we can come to a mutually beneficial agreement. I am looking forward to your thoughts on this matter.

Thank you for considering my request. I look forward to our conversation.

Sincerely,

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]