

Board Salary Assessment Inquiry

Date: [Insert Date]

[Your Name]
[Your Position]
[Your Company/Organization]
[Your Address]
[City, State, Zip Code]
[Your Email]
[Your Phone Number]

[Recipient's Name]
[Recipient's Position]
[Company/Organization Name]
[Recipient's Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to inquire about the current assessment of board salaries within [Company/Organization Name]. As part of our ongoing efforts to ensure transparency and competitiveness in our compensation practices, I would like to gather information regarding the criteria and processes used in determining the salaries for board members.

Specifically, I would appreciate any insights into:

- The evaluation process for board member compensation
- Comparable benchmarks used for salary assessments
- Any recent changes or upcoming reviews in the salary structure

Your assistance in this matter would be greatly appreciated, as it will help us align our strategies with best practices in the industry. I look forward to your prompt response.

Thank you for your attention to this important matter.

Warm regards,
[Your Name]
[Your Position]