Formal Counter Offer Letter for Executive Position

Subject: Response to Executive Offer - [Position Title]

Dear [Board Member/CEO Name],

I am honored by your offer to join [Company Name] as [Executive Position]. The vision you shared for the company's future and the strategic challenges ahead align perfectly with my career aspirations and expertise.

After thorough consideration of the comprehensive offer, I would like to propose the following modifications to better reflect the scope of responsibilities and industry benchmarks for similar executive roles:

Base Salary: $[amount] (increase from $[current offer])

Equity Participation: [percentage]% equity stake with [vesting schedule]

Performance Bonus: Target of [percentage]% of base salary tied to [specific metrics]

Severance Package: [terms] months of full compensation

Relocation Assistance: $[amount] for family relocation expenses

These adjustments acknowledge the significant P&L responsibility, the turnaround nature of the role, and the industry expertise required. My track record of [specific achievements] demonstrates the ROI you can expect from this investment.

I am committed to delivering exceptional results and believe these terms create the right framework for mutual success. I welcome the opportunity to discuss these points further.

Respectfully,

[Your Full Name]

[Your Title]

[Date]

Get more templates here:

https://www.lettersandtemplates.com/letters/counter-offer-salary-letter-sample