Simple Job Offer Negotiation Letter

Subject: Request to Review Offer Terms

Dear [Hiring Manager Name],

Thank you for offering me the [Job Title] position at [Company Name]. I am excited about the role.

I would like to request a discussion regarding the salary and benefits offered. I am hoping we can adjust the base salary to [Desired Amount] and review additional benefits.

I appreciate your consideration.

Sincerely,

[Your Name]

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