

# Confirmation of Negotiated Terms

Subject: Final Salary Agreement

Dear [Employee Name],

Following our discussions, your final agreed salary for the role of [Position] is [Amount] per [Month/Year], inclusive of all negotiated allowances. This agreement is effective from [Start Date]. Please review and acknowledge acceptance of this agreement. We are delighted to have you join our team.

Sincerely,

[Your Name]

[Designation]

[Company Name]

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