

Provisional Salary Increase

Subject: Preliminary Request for Salary Adjustment

Dear [Manager's Name],

I would like to submit a provisional request for a salary review. I have [summarize key achievements or responsibilities] and hope to align my compensation more closely with my contributions.

I am open to discussing this further and providing any additional documentation or performance metrics needed.

Thank you for your consideration.

Sincerely,

[Your Name]

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