

# Salary Package Discussion Counter Offer Letter

From,

(Sender's Name)

(Sender's Address)

(Contact Details)

Date: dd/mm/yyyy

To,

(Receiver's Name)

(Receiver's Address)

Subject:

Dear (Name of your employer),

I want to thank you for considering me for the position of assistant manager in your firm. I have always been an appreciator of your company and have looked forward to being a part of it. Being a part of this company would be a great opportunity for me to grow as a professional. Getting the appointment letter from you is an honor for me, yet I have a few reservations regarding the job letter I would like to put forward.

As you must have seen on my resume, I am working as a Senior Assistant Manager at my current company. I accepted the offer to be an Assistant Manager at your firm as your working model interests me, but I was expecting a better salary package. Understanding the current dynamics of the market, I do not expect a lot. Yet, the place I rent is in a posh area, and I would not be able to carry on with my living standards in this amount. I expect that we can talk about it and work the salary package out. Moreover, I would also like to discuss the medical and travel benefits if we can fix a meeting.

Looking forward to meeting you.

Sincerely,

(Your Name)