

## Severance Package 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),

It is utterly shocking to see in the email that you have asked me to resign this week at the earliest. I have been a part of this company for the past ten years and have done everything to take it where it is today. My contributions to the company's success are not insignificant, and being asked to resign is highly insulting.

The company's condition is not the best in the past months, yet my team is working day and night to prevent further damage. I would request you to reconsider the decision of asking for resignation and negotiate other ways. However, if you are firm about your decision, it would not be possible for me to leave the job right away and move to another place. Also, please consider the following:

- Allow me to continue my job respectfully with all benefits until I do not find another.
- Provide me the severance package so I can make my ends meet till I get any other compensation.

Waiting for your reply.

Sincerely,

(Your Name)