

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]

[Recipient's Name]  
[Recipient's Address]  
[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to discuss the compensation for the odd jobs I have been assisting with recently. Given the scope of work involved and the effort committed, I would like to propose a rate of [Proposed Rate] per hour/job. I believe this reflects the value of the work and ensures a fair arrangement for both of us.

I appreciate your consideration and look forward to hearing your thoughts on this matter.

Thank you for your time.

Best regards,

[Your Name]

[Your Signature (if sending a hard copy)]