

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Employer's Name]
[Company's Name]
[Company's Address]
[City, State, Zip Code]

Dear [Employer's Name],

I hope this message finds you well. I would like to take this opportunity to express my appreciation for the offer to join [Company's Name] as a [Job Title]. I am excited about the potential to contribute to your team and believe my skills align well with the goals of [Company's Name]. After careful consideration, I would like to discuss the terms of the offer. Based on my research and understanding of market rates for this position, as well as my [specific experience/skills], I believe that a salary of [desired salary] would be more appropriate.

I am confident that this adjustment reflects the value I will bring to your team and ensures we start our collaboration on a mutually beneficial note.

I am very enthusiastic about the opportunity to work at [Company's Name], and I look forward to discussing this with you. Thank you for your understanding and consideration.

Sincerely,
[Your Name]