

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

Dear [Manager's Name],

I hope this letter finds you well. I am writing to formally request a review of my current compensation, specifically regarding an increase in my experience-based pay.

Over the past [duration of employment], I have taken on additional responsibilities and have successfully [mention specific achievements and contributions]. My commitment to [Company's Name] and my continued professional growth demonstrate my value to our team.

I believe that my contributions have positively impacted our goals, and I would appreciate the opportunity to discuss a potential salary adjustment that reflects my experience and the value I bring to the organization. Thank you for considering my request. I look forward to discussing this matter further.

Sincerely,  
[Your Name]