



SALARY NEGOTIATION EMAIL

Response to an Offer Below Expectations

Dear [Mr. Jones],

I was thrilled to receive your email! Thank you so much for the [Position Title] opportunity.

Before I can formally accept the proposal, I need to discuss base salary. With my [2–3 industry-specific sources of value] and history of [summary of achievements], I know I will bring great value to [Company Name]. Because of my [experience/history] of [qualifications], I was really looking for an offer closer to [proposed salary].

I am still very excited about the offer, and would love to talk about the possibility of moving my starting wage closer to this number. I am open to bridging the pay gap through alternative means, such as [benefit #1] or [benefit #2] if necessary.

Regards,

[Your Name]