

How does the offer stack up?

- Average starting salary for the position: _____
- Current offer (benefits and salary):
- Factors that might influence employer budget:

What are your needs?

- Cost of living: _____
- Relocation package:
- Additional expenses:

Where is your leverage?

- Major accomplishments in your most recent position:
- Industry-specific value props:
Value #1: _____
Value #2: _____
Value #3: _____
- Other offers you have received (benefits and salary):

What are you willing to compromise?

- Alternative solutions—benefits you’d like to get:
Benefit #1: _____
Benefit #2: _____
Benefit #3: _____
- Desire to work for this employer (circle):

1 2 3 4 5 6 7 8 9 10
 Don't want to No preference Would love to

How will you present your case?

- Basis for request:

- What to wear:

- Your script (what to say and backup plan):