






<b>To</b>	 Person  Person  Person
<b>Cc</b>	 Person
<b>Bcc</b>	 Person
<b>Subject</b>	

Dear Sir,

I hope you are doing well. I am writing to formally request a review of my current salary.

Over the past years, I have taken on additional responsibilities and worked hard to contribute to the team's goals. I am proud of the progress we've made, and I appreciate the opportunities for growth and development under your leadership.

Given my contributions and ongoing commitment, I would appreciate the opportunity to discuss the possibility of a salary adjustment. I am confident that my work continues to add value, and I would be grateful for your consideration.

Please let me know a convenient time to discuss this further. Thank you for your time and understanding.

Best regards,

XYZ

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