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Letter Asking for a Raise in Salary

266_Satyam ramhit Gupta <satyam80808080@gmail.com>
Draft

Wed, Feb 26, 2025 at 11:14 AM

Dear Sir

I hope this message finds you well. I am writing to formally request a salary increase based on my performance and contributions to Microsoft over the past 2023. I believe my skills, experience, and dedication to the company have added significant value, and I would like to discuss the possibility of adjusting my compensation to reflect this.

Since joining the company, I have consistently "played a key role in successfully completing major projects," . My work has directly contributed to the overall success of the department, and I am continually seeking ways to improve both my performance and that of the team.

I have taken on additional responsibilities, including , and have received positive feedback from colleagues and clients alike. In light of these accomplishments, I believe a salary increase would be a fair reflection of my contributions and commitment to Microsoft.

I would be happy to meet with you to discuss this further and to provide any additional information you may need to make your decision. I truly value my role at the company and am excited to continue growing and contributing to its success.

Thank you for your time and consideration. I look forward to discussing this opportunity with you soon.

Sincerely,
Satyam