**COUNTER OFFER LETTER**

**[Date]**

**[Recipients Name]**

**[Address line]**

**[State, ZIP Code]**

**[Subject: Normally bold, summarizes the intention of the letter] -Optional-**

**Dear [Recipients Name],**

**Before anything else, I would like to thank you for offering me the position of Recruitment Head. I am looking forward to taking on this challenge and working with you.**

**However, I would like to raise some of my concerns regarding the compensation package you proposed. I feel that given the amount of work that I will have to do, the proposed salary is a bit too small. The call center industry hardly ever experiences any downtime during the year, which means our department will be under constant pressure. As such, I believe that the current proposal needs to be increased by at least 10%.**

**I am confident that we will be able to reach an agreement regarding this issue. Can we discuss it further within the week? Please feel free to send me an email or contact me at 434-3434 so that we can set up an appointment at a time which is convenient for you. Thank you very much for your consideration.**

**Sincerely,**

**[Senders Name]**