

Salary Increase Letter:

Increase in Workload

Dear [Manager Name],

I would like to express my general satisfaction in the position I currently hold in [company name], but would like to draw your attention to one particular matter that is a bit unsettling.

As you are aware, there has been a significant increase in my workload lately. [Write here a sentence stating how much more you are accomplishing now preferably with numbers and facts]. A larger amount of work is being accomplished in the same frame of time. This increase does not bother me at all. On the contrary, I have always considered myself as a hardworking person and I am ready to speed up my pace accordingly. This is a challenge to my abilities that I cheerfully accept.

Having said so, I would like to kindly ask you to acknowledge my efforts and dedication by considering a salary adjustment. Such an amendment will only result in increased enthusiasm to accomplish even more in less time.

Thank you.

Sincerely,
[Your name]
[Date]