To,

[Recipient Name]

[Recipient Address]

Date:

**Subject: Letter to Persuade for Salary Hike**

Dear Mr./Mrs.[name of recipient],

I hope you find this letter in good health. Being [sender designation] of [department name], I have been working for [number of years]. I have always done my work with complete dedication and devotion and you have always appreciated my work. I am writing this letter just to remind you that you have promised me an increase in salary about 3 months ago.

As you know very well that due to increased inflation and continuous price hikes, it’s getting very difficult to meet the household expenses. So, I would request you to kindly take this matter into your consideration.

I hope that you will understand my problem and take action as soon as possible. Thanking you in anticipation.

Best Regards.

Sincerely,

[Sender Name]

[Sender Signature]

[Sender Designation]