[Name of Recipient]

[Designation of Recipient]

[Organization Name]

Date:

**Subject: Disappointment in Getting Low Salary**

Dear Mr. / Mrs. [Name of the Recipient],

I have been a regular part of the [mention Organization’s Name]’s marketing team for the last two years. I believe that I have always worked with professionalism and true dedication. For that, I have often received appreciation from you and the executive management of the organization. Besides getting appreciation internally, I have also got positive reviews from the clients of the organization.

However, I felt disappointed when I came to know that I am still receiving the lowest salary among all the other colleagues of mine. Hopefully, you can understand as well that it is quite unfair. Therefore, I request you to take this matter into special consideration and increase my salary from the next month.

Thanks a lot!

Yours Sincerely,

[Sender Name]

[Sender Signature]

[Sender Designation]

[Sender Contact Details]