TO

**[Receiver Name]**

[Receiver Title]

**ADDRESS:** **[Receiver Address]**

**EMAIL:** **[Email Address]**

**PHONE:**  **[Home Phone]**

FROM

**[Sender Name]**

**[Sender Title]**

Sub: Salary Requirement Cover Letter

Dear **[NAME]**

I am writing to express my interest in the senior features writer position at **[NAME]**. As a qualified writer with over **[#]** years of experience, I have found enjoyment in writing feature-length stories that push me creatively. I'm positive that working for **[NAME]** will allow me to grow both personally and professionally while providing quality content for your team.

During my time at **[NAME]** Newspaper, I wrote a variety of feature-length stories for the news and arts sections.

I provided innovative story ideas, wrote compelling feature-length stories, and worked collaboratively with everyone in my department. I also helped my supervisor manage the writing staff, helped train writers and provided guidance as needed. This position allowed me to grow my writing skills while taking on challenging topics and greater responsibilities.

My previous position at **[NAME]** Magazine gave me the opportunity to write in-depth stories for the magazine's arts and culture section. During this time, I interviewed a wide variety of personalities and wrote feature-length stories on local artists. I also helped with social media efforts and helped increase our website views by **[#]** in just four months.

My previous experience taught me how to meet deadlines, improved my adaptability and helped me to better communicate with my coworkers. I am confident my unique skills and qualifications will make a great fit for your team at Minute News. My salary requirement is in the **[$]**range; however, this figure can be negotiable depending upon the compensation package. I look forward to hearing from you.

Sincerely,