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'm writing to express my strong interest in the **[POSITION]**.

I have experience **[NAME]**. While much of my experience has been in the business world, I understand the social value of the non-profit sector.

My responsibilities have included the**[EXPERTIES]**. I worked closely with **[NAME]**. Experience has taught me how to build strong relationships with all departments at an organization. I can work within a team as well as cross-team.

I can work with **[NAME]** to resolve technical issues and implement technical enhancements, work with the development department to implement design and functional enhancements, and monitor site statistics and conduct search engine optimization.

My salary requirement is in the **[$]** range. However, my salary is negotiable based on the overall compensation package.

I look forward to hearing from you. Thank you for your consideration.

Sincerely