

FINANCIAL ADVISOR INTRODUCTION LETTER TO CLIENT

Dear [Supervisor's Name],

I trust this letter finds you well. I am writing to discuss a matter that is of great importance to me and, I believe, to my continued contribution to [Your Company's Name]. I have thoroughly enjoyed my time here and take pride in the work we've accomplished together.

Over the past [time period], I have dedicated myself to [specific achievements and responsibilities]. I am grateful for the opportunities provided and the support from the team. However, considering my commitment and the evolving responsibilities, I am seeking a salary adjustment.

Market trends and the increased scope of my role lead me to believe that an adjustment would be a fair reflection of my contributions. I have conducted research, and the industry standard for my position is [provide relevant data]. Therefore, I kindly request a salary increase to align with these benchmarks.

I am open to discussing this matter further and would appreciate the opportunity to meet at your earliest convenience. I believe that this adjustment will not only recognize my dedication but also motivate me to contribute more effectively to the success of [Your Company's Name].

Thank you for your time and consideration. I look forward to discussing this matter further.

Sincerely,
[Your Full Name]

Sample Financial Planner Client Introduction Letter

Michael Seilmaier



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