

Instruction: This is a model letter. Adapt to fit your facts and circumstances.

		Return address:
		Company
	Date	Address Line 1
		Address Line 2
		City, State Zip Code
Name		
Address Line		
City, State Zip Code		

Re: Disagreement – Disagree about Benefits (Social Security, Retirement, Insurance, etc.)

Dear :

I have reviewed the benefits packaged offered by {company}. I disagree with several aspects of the benefits plan that is offered by the company. First, concerning insurance, the premiums are much too expensive and should be less considering the amount of the deduction. Second, the education package will only pay for 10% of tuition. Most companies are willing to pay for at least half the costs. Also, according to the retirement package, an employee will not be able to retire until the age of 70. I am requesting that the benefits package be adjusted to be more of a benefit to the employee.

Please contact me if you have any questions. Thank you for your cooperation.

Sincerely,

N A M E