

Here's the original CEO letter:

Dear Fin,

We are pleased to present you with your Total Rewards Statement for 2022. Your Total Rewards Statement provides you with vital insights into your total compensation, benefits and rewards package and gives you and your family an added sense of security.

The source of our vitality is and always starts and stops with our Fins. Without the passion you bring to our firm every day, we could not be the organization that we are today or become what we aspire to.

At [Company Name], we understand the money you keep matters. We structure our package to maximize your after-tax earnings. Benefits include, among others, the following:

- 100% of medical, dental and vision coverage*
- 100% of life insurance and disability payments*
- Six (6) weeks of parental leave*
- A full 401(k) retirement plan with a 4% match*
- Fertility and family building benefits*

We strive to provide a holistic and competitive Total Rewards package so Fins' material needs are addressed, and their financial goals can be met. This allows Fins to focus on the aspects of their work that are especially fulfilling to them, such as solving complex problems, acquiring new capabilities, leading teams, developing strong relationships and, first and foremost, growing others.

Thank you for your continued commitment to excellence and contributions to the highly creative and collaborative firm we have all come to know and love. You are a big part of how we align the purpose and mission of [Company Name] to the purpose and mission of our customers for lasting success.

*Warmest regards,
[CEO Name]*

Here's my version. Besides changing the font to something easier to read, I simplified the language, and removed the assumptions it makes about how employees think and feel.

Dear [Employee Name],

I am pleased to present you with your Total Rewards Statement for 2022.

You are the source of our vitality as a company. Without the passion you bring to our firm, we could not be the organization that we are today, or become what we aspire to be.

At [Company Name], we understand the money you keep matters. We structure our package to maximize your after-tax earnings. Your benefits include:

- 100% of medical, dental and vision coverage
- 100% of life insurance and disability payments
- Six (6) weeks of parental leave
- A full 401(k) retirement plan with a 4% match
- Fertility and family building benefits

We strive to provide a holistic and competitive Total Rewards package so your material needs are addressed, and you can meet your financial goals. We hope this allows you to focus on those aspects of your work that you find especially fulfilling.

I want to thank you for your continued commitment to excellence, and the contributions that help to make us such a creative and collaborative firm. You are a big part of how we align the purpose and mission of [Company Name] to the purpose and mission of our customers for lasting success.

Warmest regards,
[CEO Name]