**TEXT**

**RULES OF NEGOTIATION**



If you are a freelance writer, you are always in a position to negotiate your rates.

Let's be honest: Negotiating will *never* be easy. However, by figuring out what works and what doesn’t, You’ve gotten a little more comfortable with the process. Check out the eight rules of negotiation—because when it comes to bargaining, knowledge is definitely power.

1. The first rule: [Don’t lie](https://hbr.org/2014/04/15-rules-for-negotiating-a-job-offer). The goal is be truthful without giving away too much negotiating power.
2. The second rule: [Don’t ask for the impossible](http://www.fastcompany.com/3027994/dialed/why-job-offer-negotiations-go-wrong). In most cases, there’s about $3,000 to $5,000 of “wiggle room.”
3. The third rule: [Don’t reveal your salary history](http://www.theladders.com/career-advice/salary-negotiation-tips-let-employer-make-first-salary-offer). While there are exceptions, usually it’s in your best interests to have the employer name a number first.
4. The fourth rule: [Don’t be rude](http://www.payscale.com/salary-negotiation-guide/the-art-of-negotiating-your-first-job-offer). Your chances of being successful will go up if you’re gracious and polite.
5. The fifth rule: [Don’t use a “normal” number](https://www.themuse.com/advice/how-to-negotiate-salary-37-tips-you-need-to-know). Researchers say that, for example, $64,750 is a better ask than $65,000.
6. The sixth rule: [Don’t forget the other benefits](http://money.usnews.com/money/careers/articles/2013/07/09/6-crucial-benefits-to-negotiate-besides-salary). Flex time, an earlier salary review, and upgraded software are all non-salary benefits you can bargain for.
7. The seventh rule: [Don’t stop negotiating](http://www.learnvest.com/2014/03/things-to-negotiate-at-work/). After some time on the job, you should definitely go to your employer and take another look at your contract.
8. The eighth rule: [Don’t forget to pick your negotiation time wisely](https://www.themuse.com/advice/4-times-to-negotiate-your-salary-and-3-times-not-to). There are four great times you should negotiate—and three you shouldn’t.