

Subject: Request for Feedback on Recent Media Briefing

Dear [Recipient's Name],

We hope this message finds you well. We would like to extend our gratitude for your participation in our recent media briefing held on [Date]. Your insights and engagement are invaluable to us.

To continue improving our future briefings and ensure they meet your expectations, we kindly request your feedback on the following:

- Content Clarity
- Relevance to your work
- Overall organization and flow
- Any additional comments or suggestions

Please reply to this email by [Deadline] with your thoughts. Your feedback will assist us greatly in enhancing our future communications.

Thank you once again for your time and support.

Best Regards,

[Your Name]

[Your Position]

[Your Company]

[Contact Information]