

Letter of Acknowledgment for Mixed Reviews

Date: _____

To: [Recipient's Name]

[Recipient's Address]

Dear [Recipient's Name],

Thank you for sharing your feedback regarding [specific product/service]. We truly value your input and appreciate the time you took to provide us with your thoughts.

We have noted that your review included both positive and constructive elements. We are delighted to hear that [mention positive feedback], and we fully understand your concerns regarding [mention criticism]. Your feedback is crucial in helping us improve our offerings and better serve our customers.

We take your comments seriously and are currently assessing how we can address the issues you raised. Our goal is to enhance our [product/service] to meet the expectations of all our customers.

If you have any additional insights or suggestions, please feel free to reach out. We look forward to continuing to serve you and hope to exceed your expectations in the future.

Thank you once again for your feedback.

Sincerely,

[Your Name]

[Your Position]

[Your Company]

[Contact Information]