

# Agency-Client Cooperation Assessment

Date: [Insert Date]

To: [Client Name]

[Client Address]

[City, State, Zip Code]

Dear [Client Name],

We hope this message finds you well. We are reaching out to you as part of our ongoing efforts to assess and enhance our cooperation and collaboration. Your feedback is invaluable in helping us understand what is working and what could be improved in our partnership.

## Cooperation Assessment

We would appreciate if you could take a few moments to share your thoughts on the following areas:

- Communication effectiveness
- Project delivery timelines
- Quality of service/products
- Responsiveness to inquiries
- Overall satisfaction

Please feel free to provide any additional comments or suggestions you may have.

We value your input and are committed to making our partnership as productive and effective as possible. Thank you for your cooperation.

Looking forward to your response.

Best regards,

[Your Name]

[Your Position]

[Agency Name]

[Agency Address]

[City, State, Zip Code]

[Contact Information]