

# Agency-Client Engagement Review

Date: [Insert Date]

To: [Client Name]

[Client Address]

[City, State, Zip Code]

Dear [Client Name],

We are pleased to present this engagement review to assess our collaboration and the progress we have made together.

## Engagement Overview

During the past [duration of engagement], we have worked on the following projects:

- [Project 1]
- [Project 2]
- [Project 3]

## Achievements

We have accomplished the following goals:

- [Achievement 1]
- [Achievement 2]
- [Achievement 3]

## Feedback

Your feedback is invaluable. Please let us know how you feel about our services and what improvements we can make:

[Client's feedback space]

## Next Steps

Looking ahead, we propose the following initiatives for continued success:

- [Next Step 1]

- [Next Step 2]

Thank you for your partnership and trust in our agency. We look forward to your feedback and continuing our successful collaboration.

Best regards,

[Your Name]

[Your Position]

[Agency Name]

[Agency Contact Information]