

Service Evaluation Request

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Position]

[Company/Organization Name]

[Company Address]

Dear [Recipient's Name],

I hope this message finds you well. We are continually striving to improve our services and enhance customer satisfaction. To this end, we kindly request your feedback and evaluation of the services provided to you during [specific time frame or event].

Your insights are invaluable to us, and we would appreciate if you could share any suggestions or areas for improvement you may have noticed. Your feedback will help us better serve you and our other clients in the future.

Please feel free to respond to this email or contact us at [your contact information] at your convenience. Thank you for your attention and support in helping us improve our services.

Sincerely,

[Your Name]

[Your Position]

[Your Company/Organization]

[Your Contact Information]