

Inquiry for Independent Evaluation

Date: [Insert Date]

[Your Name]

[Your Position]

[Association Name]

[Association Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient Name]

[Recipient Position]

[Organization Name]

[Organization Address]

[City, State, Zip Code]

Dear [Recipient Name],

I hope this message finds you well. I am writing on behalf of [Association Name] to inquire about the possibility of conducting an independent evaluation of our operations. As our association continues to grow and evolve, we recognize the importance of assessing our effectiveness and identifying areas for improvement.

We believe that an independent evaluation would provide us with valuable insights and help us enhance our programs and services. We would greatly appreciate it if you could provide us with information regarding your services, methodology, and availability to conduct such an evaluation.

Thank you for considering our request. We look forward to your response.

Sincerely,

[Your Name]

[Your Position]

[Association Name]