

Subject: Request for Performance Feedback

Dear [Recipient's Name],

I hope this message finds you well. I am reaching out to kindly request your feedback regarding my performance over the past few months.

Your insights will be invaluable in helping me identify areas of strength and opportunities for growth. I appreciate your honest and constructive feedback on the following aspects:

- Work quality and adherence to deadlines
- Collaboration and communication skills
- Initiative in taking on new challenges

Please feel free to share any additional comments or suggestions you may have. I am eager to learn and improve.

Thank you very much for your time and support. I look forward to your feedback.

Best regards,

[Your Name]

[Your Job Title]

[Your Contact Information]