

Dear [Participant's Name],

We hope you enjoyed the recent workshop on [Workshop Topic]. Your feedback is important to us, and we would greatly appreciate it if you could take a few minutes to complete our evaluation form.

Please click on the following link to access the evaluation form: [\[Evaluation Form Link\]](#)

Your insights will help us improve future workshops and better serve your needs.

Thank you for your time and support!

Best regards,

[Your Name]

[Your Position]

[Your Organization]

[Contact Information]