

Freelance Client Services Assessment

Date: [Insert Date]

Client Name: [Insert Client Name]

Client Address: [Insert Client Address]

Dear [Client Name],

Thank you for choosing to work with me on [Project Name]. As part of my commitment to providing exceptional service, I would like to assess your experience with my freelance services to ensure that I continue to meet your expectations and to improve where necessary.

Assessment Questions

1. How would you rate the quality of the work delivered? [Scale: 1-5]
2. Was the project completed on time? [Yes/No]
3. How would you evaluate my communication throughout the project? [Scale: 1-5]
4. Were your project requirements met? [Yes/No]
5. Additional Comments: [Insert Comments]

Your feedback is invaluable to me and will help shape my future services. Please reply to this email with your responses by [Insert Deadline].

Thank you for your time and support.

Sincerely,

[Your Name]

[Your Freelance Title]

[Your Contact Information]