

Year-End Review

Date: [Insert Date]

Dear [Client's Name],

I hope this message finds you well. As the year comes to a close, I wanted to take a moment to reflect on our collaboration and the projects we've worked on together in [Year].

1. Project Highlights:

- [Brief description of project 1]
- [Brief description of project 2]
- [Brief description of project 3]

2. Achievements:

- [Achievement 1]
- [Achievement 2]
- [Achievement 3]

3. Feedback:

Your feedback has been invaluable in helping me improve my work. Here are some goals I aim to focus on in the upcoming year:

- [Goal 1]
- [Goal 2]
- [Goal 3]

Thank you for the opportunity to work together this past year. I look forward to continuing our partnership in [Next Year] and am excited about the projects we can undertake together.

Best regards,

[Your Name]

[Your Contact Information]

[Your Website or Portfolio Link]