

Client Exit Interview Follow-up

Dear [Client's Name],

Thank you for taking the time to participate in our exit interview on [Date]. Your feedback is invaluable to us, and we greatly appreciate your openness during our discussion.

We have reviewed your comments and suggestions, and we are committed to making improvements based on your insights. Some of the key points we noted include:

- [Key Point 1]
- [Key Point 2]
- [Key Point 3]

We strive to enhance our services continuously, and your input will help guide our efforts. If you have any further thoughts or additional feedback, please do not hesitate to reach out.

Thank you once again for your partnership. We wish you all the best in your future endeavors.

Sincerely,

[Your Name]
[Your Position]
[Your Company]
[Contact Information]