

# Consulting Feedback Summary

Date: [Insert Date]

To: [Consultant's Name]

From: [Your Name]

Subject: Feedback Summary for [Project Name]

## Introduction

Thank you for your efforts on the [Project Name]. Below is a summary of the feedback collected from team members regarding your consulting services.

## Strengths

- In-depth knowledge of the subject matter.
- Excellent communication skills.
- Proactive approach to problem-solving.

## Areas for Improvement

- Faster response times to inquiries.
- More frequent updates on project milestones.

## Overall Impression

The team appreciated your guidance and expertise, and we look forward to implementing your recommendations.

## Next Steps

Please consider the feedback provided and let us know how you plan to address the areas for improvement.

Thank you again for your collaboration.

Sincerely,

[Your Name]

[Your Position]

[Your Company]