

Reminder: Request for Vendor Feedback

Dear [Vendor Name],

We hope this message finds you well. We are writing to gently remind you about our request for your feedback regarding our recent collaboration.

Your insights are extremely valuable to us, and we would greatly appreciate if you could take a few moments to share your thoughts. Your feedback will help us improve our services and strengthen our partnership.

We kindly request that you submit your feedback by [Deadline Date]. If you have already sent your response, please disregard this reminder.

Thank you for your attention to this matter. We look forward to hearing from you soon!

Best regards,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]