

Vendor Service Satisfaction Inquiry

Date: [Insert Date]

To: [Vendor's Name]

[Vendor's Address]

Dear [Vendor's Contact Person],

We hope this message finds you well. As part of our commitment to improving our collaboration and ensuring mutual success, we would like to inquire about your satisfaction with the services we provide.

We would appreciate it if you could take a few moments to provide your feedback regarding the following:

- Quality of products/services received
- Timeliness of delivery
- Customer service and support
- Overall satisfaction with our partnership

Your feedback is invaluable to us and will help us enhance our services to better meet your needs. Please reply to this email or contact us directly at [Your Contact Information].

Thank you for your time and cooperation. We look forward to hearing from you soon.

Best regards,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]