

Vendor Hotline Feedback Submission

Date: [Insert Date]

To: [Vendor Name]

From: [Your Name]

Subject: Feedback on Vendor Hotline

Dear [Vendor Name],

I hope this message finds you well. I am writing to provide feedback regarding our recent experience with your vendor hotline.

Feedback Summary

Overall Experience: [Rate your experience: Excellent, Good, Fair, Poor]

Wait Time: [Describe the wait time for assistance]

Representative Professionalism: [Comment on the professionalism of the representative]

Issue Resolution: [Describe how effectively your issue was resolved]

Suggestions for Improvement

[Provide any suggestions or recommendations for improvement]

Thank you for your attention to this matter. I look forward to your response.

Sincerely,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]