

# Feedback on Reservation Cancellation Experience

Date: [Insert Date]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to provide feedback regarding my recent experience with the cancellation of my reservation (Reservation ID: [Insert ID]).

Firstly, I would like to express my appreciation for the promptness in processing my cancellation request. The customer service representative I spoke with was both courteous and helpful, which made the experience much smoother.

However, I did encounter some challenges during the process. I found the cancellation policy to be somewhat unclear, and it would have been beneficial to have more information readily available. Additionally, the time taken to receive the confirmation email seemed longer than expected.

Overall, while I am satisfied with the assistance I received, I believe that improvements can be made to enhance clarity and efficiency. Thank you for considering my feedback, and I look forward to your response.

Sincerely,

[Your Name]

[Your Contact Information]