

Request for Feedback on Internship Placement

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient's Name]

[Recipient's Position]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to kindly request your feedback regarding my recent internship experience at [Company Name] from [Start Date] to [End Date].

As I strive to improve my skills and professional development, your insights on my performance and contributions during my internship would be invaluable. I would greatly appreciate any specific areas where I excelled and those where I could enhance my abilities.

Thank you for your time and support. I look forward to your feedback.

Sincerely,

[Your Name]