

# Outreach Feedback Inquiry

Date: [Insert Date]

Dear [Service User's Name],

We hope this message finds you well. As part of our commitment to continuously improve our services, we would like to hear your thoughts about your recent experience with us at [Organization/Service Name].

Your feedback is invaluable and will help us understand your needs better. We kindly ask you to take a few moments to share your feedback regarding the services you received.

## Questions to Consider:

- How would you rate the service you received?
- What did you find most beneficial about the service?
- Is there anything you believe could be improved?
- Any additional comments or suggestions?

Please feel free to respond by email at [Email Address] or by phone at [Phone Number]. Your privacy is important to us, and all responses will be kept confidential.

Thank you for your time and input. We appreciate your contributions towards enhancing our services.

Sincerely,

[Your Name]

[Your Position]

[Organization/Service Name]

[Contact Information]