

[Your Name]

[Your Position]

[Your Company]

[Your Email]

[Date]

[Recipient Name]

[Recipient Position]

[Recipient Company]

[Recipient Email]

## **Subject: Request for Additional Feedback on Project Outcomes**

Dear [Recipient Name],

I hope this message finds you well. I would like to take this opportunity to express my gratitude for your support and collaboration on the [Project Name] project.

As we compile the final outcomes, your insights would be invaluable in understanding the impacts of the project. I am particularly interested in your feedback regarding [specific aspects or indicators you want feedback on].

If you could share your thoughts by [specific date], it would greatly assist us in refining our approach and ensuring we meet our project goals effectively.

Thank you for considering my request. I look forward to your valuable feedback.

Warm regards,

[Your Name]

[Your Position]

[Your Company]