

Subject: We'd Love Your Feedback on Our Recent Workshop!

Dear [Recipient's Name],

Thank you for attending our recent workshop titled "[Workshop Title]" on [Date]. We hope you found the session both informative and beneficial.

To help us improve future workshops, we would greatly appreciate your feedback. Your insights are valuable to us and will assist in enhancing our programs.

Could you take a few minutes to answer the following questions?

- What did you enjoy most about the workshop?
- Do you have any suggestions for improvement?
- Would you recommend this workshop to others? Why or why not?

Your feedback is important to us, and we thank you in advance for taking the time to share your thoughts.

Best regards,
[Your Name]
[Your Position]
[Your Organization]
[Your Contact Information]