

# Dear [Attendee's Name],

We hope this message finds you well. We would like to extend our heartfelt thanks for your participation in the recent Construction Project Award Ceremony held on [Event Date]. Your presence contributed significantly to the success of the event.

In our effort to continually improve our events and ensure we meet the expectations of our attendees, we kindly request your feedback on the ceremony. Your insights are invaluable to us.

## Feedback Questions:

- How would you rate the overall experience of the ceremony?
- What aspects of the event did you enjoy the most?
- Were there any areas for improvement you would suggest?
- Would you attend similar events in the future?

Please feel free to reply to this email with your thoughts or complete the attached feedback form by [Feedback Deadline Date].

Thank you once again for your support and feedback. We look forward to hearing from you soon.

Best regards,

[Your Name]  
[Your Position]  
[Organization Name]  
[Contact Information]