

Reminder: Upcoming Employee Engagement Survey

Dear [Employee's Name],

This is a friendly reminder that our **Employee Engagement Survey** will be conducted from **[Start Date]** to **[End Date]**. Your feedback is crucial in helping us create a better workplace.

Please take a few moments to participate and share your thoughts. Your responses are confidential, and we value your honesty.

Thank you for your participation!

Best regards,
[Your Name]
[Your Position]
[Company Name]