

# Staff Evaluation Feedback Request

Dear [Manager's Name],

I hope this message finds you well. As part of our ongoing effort to improve team performance and personal development, I would like to request your feedback on [Employee's Name], who has been with us in the [Position/Department] for [Duration].

Your insights regarding their performance, strengths, and areas for improvement would be invaluable in our evaluation process.

Please share your feedback by [Deadline for Feedback]. Thank you for your support in helping us create a productive and positive work environment.

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