

Feedback Request

Dear [Recipient's Name],

Thank you for attending the recent business development meeting on [Date]. We appreciate your contributions and insights during our discussions.

To help us improve future meetings, we kindly request your feedback on the following:

- Clarity of the agenda
- Relevance of the topics discussed
- Your overall experience
- Any suggestions for improvement

Your feedback is invaluable to us and will help us tailor our future meetings to better meet the needs of all participants.

Please reply to this email with your thoughts by [Deadline]. Thank you once again for your time and contribution.

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