

Feedback Request

Dear [Recipient's Name],

We hope this message finds you well. Following the completion of our recent special audit conducted on [Date], we would like to take this opportunity to request your feedback regarding the audit process and findings.

Your insights and perceptions are invaluable to us and will assist in enhancing our auditing practices and overall organizational effectiveness. We kindly ask you to take a few moments to provide your thoughts on the following:

- Overall audit process and experience
- Clarity and relevance of audit findings
- Areas for improvement
- Any additional comments or suggestions

Please reply to this email by [Response Deadline Date]. Your feedback will be kept confidential and used solely for the purpose of improving our audit services.

Thank you for your time and cooperation.

Best regards,

[Your Name]

[Your Position]

[Your Organization]

[Your Contact Information]