

Confirmation of Your Feedback Meeting

Dear [Client's Name],

We are pleased to confirm your feedback meeting scheduled for:

Date: [Date]

Time: [Time]

Location: [Location/Virtual Link]

During this meeting, we will discuss your insights regarding our services and explore ways to improve your experience.

Please let us know if you have any specific topics you'd like to address.

Thank you for your valuable feedback.

Best regards,

[Your Name]

[Your Position]

[Your Company]

[Contact Information]