

Invitation to Open Feedback Session

Dear [Recipient's Name],

We are excited to invite you to our upcoming Open Feedback Session scheduled for [Date] at [Time]. This session aims to gather insights and suggestions from valued team members like you.

The session will be held at [Location/Platform], and it will provide a great opportunity to share your thoughts and experiences regarding [specific topics or projects]. Your feedback is crucial in helping us improve and innovate.

Please RSVP by [RSVP Date] so we can make the necessary arrangements.

Thank you for your participation!

Best regards,

[Your Name]

[Your Position]

[Your Company/Organization]

[Your Contact Information]