

# Request for Feedback on Project Evaluation

Dear [Stakeholder's Name],

We hope this message finds you well. As we near the completion of the [Project Name], we are conducting a project evaluation to assess our performance and gather insights for future initiatives.

Your feedback is invaluable to us. We would greatly appreciate it if you could take a few moments to share your thoughts on the following aspects:

- Overall satisfaction with the project outcomes
- Effectiveness of communication and collaboration
- Areas for improvement
- Any additional comments or suggestions

Please reply to this email or complete the attached feedback form by [Deadline]. Your input will contribute significantly to our efforts in enhancing project delivery and stakeholder engagement.

Thank you for your time and support.

Best regards,

[Your Name]

[Your Position]

[Your Organization]

[Your Contact Information]