

Supplier Feedback Collection Notice

Date: [Insert Date]

To: [Supplier Name]

From: [Your Company Name]

Subject: Request for Feedback

Dear [Supplier Name],

We hope this message finds you well. As part of our continuous improvement program, we value the insights and opinions of our suppliers. Your feedback is essential for us to ensure we are meeting your needs and expectations.

We kindly ask you to take a few moments to complete the attached feedback questionnaire. Your responses will remain confidential and will greatly assist us in enhancing our mutually beneficial relationship.

Please submit your feedback by [Insert Deadline]. Should you have any questions, feel free to contact us at [Insert Contact Information].

Thank you for your collaboration and support.

Best regards,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]