

# Letter of Objection to Unsatisfactory Performance Assessment

Date: [Insert Date]

To: [Manager's Name]

Company: [Company Name]

Address: [Company Address]

Dear [Manager's Name],

I hope this message finds you well. I am writing to formally express my objection to the recent performance assessment I received on [insert date of assessment]. I believe that the evaluation does not accurately reflect my contributions and performance during the assessment period.

Specifically, I would like to address the following points:

- [Point 1: Describe specific aspects of performance assessment that are inaccurate]
- [Point 2: Provide examples of your accomplishments that were overlooked]
- [Point 3: Mention any feedback you received that contradicts the assessment]

I take pride in my work and have consistently strived to meet and exceed the expectations set for my role. I would appreciate the opportunity to discuss this assessment with you further in order to clarify my performance and ensure that my contributions are accurately recognized.

Thank you for considering my objection. I look forward to your response.

Sincerely,

[Your Name]

[Your Job Title]

[Your Contact Information]