

# Team-Up Feedback Assessment

Date: \_\_\_\_\_

Dear **[Recipient's Name]**,

We appreciate the collaboration and effort that you have contributed to our team project. As part of our ongoing commitment to improvement and success, we would like to provide you with some feedback regarding your performance and teamwork during this assessment period.

## Strengths

- **[Describe Strength 1]**
- **[Describe Strength 2]**
- **[Describe Strength 3]**

## Areas for Improvement

- **[Describe Area for Improvement 1]**
- **[Describe Area for Improvement 2]**

We believe that by addressing these areas, you can further enhance your contributions to the team.

Please feel free to reach out if you would like to discuss this feedback in more detail. We are here to support you in your growth and development.

Thank you for your hard work and dedication.

Sincerely,

**[Your Name]**

[Your Position]

[Company/Organization Name]