

Appeal Letter for Survey Response Classification

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient Name]

[Recipient Title]

[Organization Name]

[Organization Address]

[City, State, Zip Code]

Dear [Recipient Name],

I hope this message finds you well. I am writing to formally appeal the classification of my survey response submitted on [Insert Date of Survey]. The survey reference number is [Insert Survey Reference Number].

Upon reviewing my response, I believe there may have been a misunderstanding regarding [mention specific details or categories related to the classification]. I would like to provide further context and information that I believe will clarify my position.

[Include a detailed explanation or evidence supporting your appeal. Be specific and concise.]

I kindly request that you reevaluate my response with this new information in consideration. I am committed to cooperating fully and am happy to provide any additional information needed to support my appeal.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Name]