

# Client Effectiveness Review

**Date:** [Insert Date]

**Client Name:** [Insert Client Name]

**Client Address:** [Insert Client Address]

Dear [Client Name],

We hope this message finds you well. As part of our commitment to ensure the effectiveness of our services, we would like to conduct a review of our current collaboration.

We value your feedback and would appreciate your input on the following areas:

- Overall satisfaction with our services
- Quality of communication and responsiveness
- Achievement of your goals and objectives
- Areas for improvement

We are planning to schedule a meeting for this review on [Insert Date]. Please let us know your availability.

Thank you for your continued partnership. We look forward to your insights.

Best regards,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]