

Business Associate Satisfaction Check

Date: [Insert Date]

[Your Name]

[Your Position]

[Your Company Name]

[Your Company Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Associate's Name]

[Associate's Position]

[Associate's Company Name]

[Associate's Company Address]

[City, State, Zip Code]

Dear [Associate's Name],

We hope this message finds you well. At [Your Company Name], we value our relationship with you and strive to ensure that you are satisfied with our collaboration. We would appreciate your feedback on our services and partnership.

We kindly ask you to take a moment to reflect on the following areas:

- Quality of Services
- Communication
- Timeliness
- Overall Satisfaction

Your feedback is essential in helping us improve and maintain a strong working relationship. Please feel free to respond to this email or contact me directly at [Your Phone Number].

Thank you for your time and insights. We look forward to your response.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]