

# Service Evaluation Inquiry

Date: [Insert Date]

[Partner's Name]

[Partner's Position]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Partner's Name],

We hope this message finds you well. As part of our ongoing commitment to enhancing our collaborative efforts, we would like to conduct a service evaluation regarding our partnership.

We kindly request your feedback on the following aspects:

- Quality of Services Provided
- Responsiveness and Communication
- Timeliness of Deliverables
- Overall Satisfaction

Your insights will be invaluable in identifying areas for improvement and ensuring mutual success. Please respond by [insert deadline date].

Thank you for your attention to this matter. We look forward to your feedback.

Best regards,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]