

Evaluation of Operational Collaboration

Date: [Insert Date]

To: [Partner's Name]

[Partner's Organization]

[Partner's Address]

Dear [Partner's Name],

As we approach the completion of our current project, I would like to take this opportunity to evaluate our operational collaboration. Effective partnerships are vital to achieving our shared goals, and your input is essential in understanding what worked well and what could be improved.

Throughout our collaboration, I have noted the following key strengths:

- [Strength 1]
- [Strength 2]
- [Strength 3]

However, there are areas where we could enhance our collaboration:

- [Improvement Area 1]
- [Improvement Area 2]
- [Improvement Area 3]

I would appreciate your feedback on these points and any additional insights you may have. Let us schedule a meeting at your earliest convenience to discuss this further and explore how we can optimize our partnership moving forward.

Thank you for your continued collaboration.

Sincerely,

[Your Name]

[Your Title]

[Your Organization]

[Your Contact Information]