

# Subject: Appeal for Feedback on Contractual Performance

Dear [Manager's Name],

I hope this message finds you well. I am writing to formally appeal the feedback provided regarding my performance on [specific project or task] during the review period of [insert date range]. I appreciate the insights shared, but I believe there are additional factors that merit consideration.

Firstly, I would like to highlight [specific achievements or contributions] that I believe positively impacted the outcome of our project. Additionally, I have taken proactive steps to address the areas mentioned in the feedback, such as [examples of improvements or development actions].

Furthermore, I would appreciate the opportunity to discuss this matter in more detail and clarify any misunderstandings. I am committed to my growth within our team and believe that an open dialogue will lead to a better understanding of my contributions and goals.

Thank you for considering my appeal. I look forward to your response.

Best regards,

[Your Name]

[Your Position]

[Your Contact Information]