

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Date]

[Recipient Name]
[Recipient Title]
[Company/Organization Name]
[Company Address]
[City, State, Zip Code]

Dear [Recipient Name],

I am writing to provide an evaluation of the Kindle Direct Publishing (KDP) program based on my experience as an author/publisher/advisor.

****Introduction****

- Briefly introduce yourself and your background.
- State the purpose of the evaluation.

****Evaluation Criteria****

1. ****Ease of Use****

- Discuss the user interface and the overall experience of navigating the KDP platform.

2. ****Publishing Process****

- Describe the steps involved from manuscript preparation to publishing.

3. ****Royalties and Pricing****

- Analyze the royalty structures and the flexibility in pricing your book.

4. ****Marketing and Promotional Tools****

- Evaluate the resources KDP provides for marketing and selling your book.

5. ****Customer Support****

- Share your experiences regarding the responsiveness and effectiveness of KDP support services.

****Conclusion****

- Summarize your overall opinion of the KDP program.
- Provide any recommendations for potential authors considering KDP.

Thank you for considering my evaluation of the Kindle Direct Publishing program. Please feel free to reach out if you need further information or clarification.

Sincerely,

[Your Name]
[Your Title/Position, if applicable]
[Your Contact Information]