

[Your Company Letterhead]

[Date]

[Customer's Name]

[Customer's Address]

[City, State, Zip Code]

Dear [Customer's Name],

Thank you for recently choosing [Your Company Name]. We value your feedback and would love to hear about your experience with our products/services.

To better understand your needs and improve our offerings, we kindly ask you to take a few moments to share your thoughts. Here are a few questions to guide you:

1. How satisfied were you with our product/service?
2. What did you like most about your experience?
3. Is there anything we could improve upon?
4. Would you recommend us to others?

Your insights are invaluable to us, and as a token of our appreciation, we'd like to offer you [incentive, if applicable]. Please feel free to respond directly to this letter or contact us at [your contact information].

Thank you for helping us enhance our services!

Warm regards,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]