

[Your Name/Company Name]
[Your Address]
[City, State, Zip Code]
[Date]

[Client Name]
[Client Title]
[Company Name]
[Company Address]

Dear [Client Contact Name],

Subject: Feedback Request - Contract Placement: [Contractor Name]

Now that [Contractor Name] has been in the role of [Job Title] for [Time Period], I am reaching out to gather your feedback regarding their performance and integration into your team.

We are committed to providing high-quality talent, and your insights help us ensure we are meeting your expectations. Please take a moment to provide feedback on the following areas:

- **Technical Proficiency:** Does the contractor possess the necessary skills for the project?
- **Reliability:** Is the contractor meeting deadlines and attendance expectations?
- **Communication:** How effectively does the contractor engage with the team?
- **Overall Satisfaction:** Are you satisfied with the placement so far?

Please let us know if there are any specific areas for improvement or if there is anything we can do to further support this contract engagement. You can provide your feedback by replying to this email or by scheduling a brief five-minute call.

Thank you for your continued partnership.

Best regards,

[Your Signature]
[Your Full Name]
[Your Phone Number]
[Your Email Address]