

[Your Name/Department]
[Company Name]
[Date]

[Service Provider Name/Agency Name]
[Address]
[City, State, Zip Code]

Subject: Feedback on Contract Employee Engagement Services

Dear [Contact Person Name],

I am writing to provide feedback regarding the engagement services provided for our contract staff during the period of [Start Date] to [End Date].

Overall, our experience with your services has been [Positive/Satisfactory/Needs Improvement]. Below are specific points regarding the service delivery:

- **Onboarding Process:** [Insert feedback regarding efficiency and clarity]
- **Communication:** [Insert feedback regarding responsiveness and updates]
- **Contractor Support:** [Insert feedback regarding how well the staff were managed]
- **Administrative Accuracy:** [Insert feedback regarding payroll, compliance, or documentation]

We particularly appreciated [Mention a specific strength or successful instance].

However, we believe there is room for improvement in the following areas: [List any challenges or suggestions for change].

We value our partnership and hope this feedback helps in refining your engagement processes. We look forward to continuing our professional relationship.

Sincerely,

[Your Signature]
[Your Printed Name]
[Your Job Title]