

[Date]

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

Dear [Client Name],

Congratulations on the successful closing of [Property Name/Address]. It was a pleasure working with you throughout this transaction.

As we strive to provide the highest level of service in the commercial real estate industry, your feedback is invaluable to us. We would appreciate it if you could take a few moments to answer the following questions regarding your experience:

1. How satisfied were you with the overall communication throughout the process?
2. Did our team meet your expectations regarding market knowledge and technical expertise?
3. Were there any specific aspects of the transaction that you felt were handled exceptionally well?
4. Are there any areas where we could improve our service for future transactions?
5. Would you be comfortable recommending our services to your professional network?

Please feel free to reply to this email directly or call us at [Phone Number] if you would prefer to discuss your feedback over the phone.

Thank you for choosing [Your Company Name]. We look forward to the opportunity to work with you again in the future.

Best regards,

[Your Name]  
[Your Title]  
[Your Company Name]