

[Your Name]
[Your Current Address]
[Your Phone Number]
[Your Email Address]

[Date]

[Agent Name]
[Agency Name]
[Agency Address]

Subject: Professional Evaluation of Real Estate Services for PCS Move

Dear [Agent Name],

I am writing to provide a formal evaluation of the services you provided during my recent Permanent Change of Station (PCS) move from [Current Location] to [New Location].

Overall Rating: [Exceeded Expectations / Met Expectations / Below Expectations]

I would like to highlight the following areas of your service:

- **Military Relocation Knowledge:** [Describe how well the agent understood military timelines, BAH, or VA loan requirements].
- **Communication:** [Detail the responsiveness and clarity of communication during the transition].
- **Local Market Expertise:** [Mention the agent's knowledge regarding neighborhoods, schools, and commute times to the installation].
- **Remote/Virtual Assistance:** [If applicable, comment on the effectiveness of virtual tours or remote signing processes].

Specific Feedback: [Enter any specific praise or areas for improvement here].

I [would / would not] recommend your services to other service members and their families undergoing a PCS move. Thank you for your assistance during this transition.

Sincerely,

[Your Signature]

[Your Printed Name]
[Rank/Branch, if applicable]