

Formal Feedback Letter After Training

Subject: Feedback on the Recent Training Program

Dear [Trainer's Name],

I hope this message finds you well. I am writing to share my feedback on the [Training Title] held on [Date]. The session was well-structured, informative, and delivered in a professional manner.

I particularly appreciated the clarity of your explanations and the relevance of the examples provided. The interactive approach kept participants engaged and made the complex topics easier to grasp. The training materials were also comprehensive and helpful for later review.

One suggestion would be to allocate more time for hands-on activities or case studies, as they help reinforce learning effectively. Overall, I found the training valuable and well-executed, and I look forward to attending more such sessions in the future.

Thank you once again for your effort and professionalism.

Sincerely,

[Your Name]

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