

# Testimonial Request Letter

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Today's Date]

[Recipient's Name]

[Recipient's Job Title]

[Company/Organization Name]

[Address]

[City, State, Zip Code]

Subject: Testimonial Request

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to request a testimonial from you regarding our recent collaboration or experience together. Your feedback and kind words are invaluable to us, and we believe that your testimonial can help showcase the positive impact of our products/services and build trust with potential clients or partners.

[Provide some context here, reminding the recipient of the specific project or engagement you had with them. Mention any notable achievements or outcomes resulting from the collaboration.]

It would be greatly appreciated if you could take a few minutes to share your thoughts about working with us. Below are some suggested points to consider when writing the testimonial:

1. Your initial expectations and how our product/service met or exceeded them.
2. Specific features or aspects of our product/service that impressed you the most.
3. How our product/service has positively impacted your business/organization.
4. The level of professionalism, responsiveness, and support you experienced from our team.

5. Would you recommend our product/service to others, and if so, why?

Of course, feel free to add any other comments or insights that you believe would be beneficial for potential customers or partners to know.

Once you have written the testimonial, please send it back to us via email at [Your Email Address]. If you have any questions or need further information, don't hesitate to reach out to me.

We genuinely value your opinion, and your testimonial will be used responsibly in our marketing materials and on our website. If you have any concerns about how the testimonial will be used or if you would like to remain anonymous, please let us know, and we will respect your wishes.

Thank you very much for your time and consideration. Your support and feedback mean a lot to us, and we look forward to receiving your testimonial.

Best regards,

[Your Name]

[Your Job Title]

[Company/Organization Name]

[Phone Number]

[Email Address]