

## Brief Acknowledgment Message

Hi [Name],

Thanks for the suggestion about [topic]! Great thinking â€” we'll definitely look into this.

I'll get back to you soon with an update on next steps.

Appreciate you taking the time to share this with us!

Best,

[Your Name]

**Get more templates here:** <https://www.lettersandtemplates.com/letters/thanks-for-your-suggestion>