

Copy and paste the text below into an email, and save it as a template to send out to clients after you deliver your product or service. Tailor any and all parts to be relevant to your business

You can also add this to your

- Email newsletter, so it gets sent out automatically to your list
- CRM, so that it is triggered after someone purchases, or takes a specific action you've set up

The main thing is to keep it simple, and as distraction free as possible. The main action you want the user to take is to give you feedback, so do not distract with too many blogs or links, but do make it as personal to your company, and the client as possible.

Change, amend, delete or follow the instructions in **yellow**

Subject line options

- **[COMPANY]** would love your feedback
- Thank you for using **[COMPANY]**

Dear **[CUSTOMER]**

Thank you for using our product / service, and becoming a valued customer. It was great to meet you, and hope that we exceeded your expectations.

We'd love your feedback on our product / service if you have a couple of minutes. It's really appreciated.

[INSERT PREFERRED EMAIL WIDGET – FIND THAT HERE... MAKE SURE YOU'RE IN THE CORRECT LOCATION FROM THE TOP RIGHT DROP DOWN]

Going forward, here are some options, news and information where we can help

Optional Extras

Got more than one location? Why not add them to your account, so you can see all your reviews in one place?

Want to see a competitors review score and compare with your own? No problem

Relevant articles

Promote your business without paying for ads

Why should I reply to my reviews?

Planning your customer journey

We hope to see you again soon!

Many thanks

[INSERT YOUR SIGNATURE]