

Here's a sample formal email: # Subject: Feedback and Suggestions for Improvement Dear [Coffee Shop Chain's Customer Service Team], I am writing to provide feedback on my recent visit to your [Branch Location] outlet on [Date of Visit].Expand seating capacity or improve table turnover.# Positive Aspects Your staff provided excellent service, demonstrating friendliness and efficiency. *Limited seating*: The branch seemed understaffed, leading to unavailable seating.The ambiance was welcoming, and the coffee quality was exceptional.Consider implementing a mobile ordering system to streamline service.# Suggestions 1.2.2.3.