

MAIL2SELF

Dear [Dental Assistant Name],

I want to take this opportunity and say thank you to you and the amazing dentist and all his staff. I became a new patient of your dental clinic [Dental Clinic Name] after our old dentist retired.

My husband visited your dental clinic first. He came home gushing about how wonderful the staff was and how you and the dentist took the time to explain everything in detail to him. You had briefed him about what is needed to be done and the expenses. He also mentioned how you took the time to chat and get to know you on a personal level, not just another patient.

I am one such person who is not so fond of going to the dental clinic but it was time for my teeth cleaning. I told them how sensitive my teeth are and I am afraid of the pain. You said the dentist could work with that to make me feel comfortable and that he did. I didn't have any problems whatsoever. You were very honest and upfront with me about the dental treatment required to be done on my teeth.

The dentist did not try to fix what was not broken to earn more money. As a matter of fact, he said that everything was good and I just had to get a few things done. Not only the dentist but even you took time to get to know me and made me extremely comfortable. Your customer service has been simply fabulous and outstanding.

Thanks to you and all other staff in the clinic for all the wonderful service that you offer. You made visiting the [Dental Clinic Name] an extremely pleasant experience. I am looking forward to my future visits.

Many thanks

[Your Name]