

# Annual Peer Review Feedback Form Sample

This **annual peer review feedback form sample** provides a structured template for collecting constructive evaluations from colleagues to enhance performance and professional growth. It facilitates clear, concise communication of strengths and areas for improvement, promoting a culture of continuous development. Utilizing this sample ensures consistent, effective feedback across teams and departments.

## Your Name

Enter your name

## Person Reviewed

Enter colleague's name

## Review Date

## Strengths (What does this colleague do well?)

List key strengths, achievements, and positive contributions

## Areas for Improvement (How could this colleague develop further?)

Share suggestions for growth, skill development, or improvement

## Collaboration & Teamwork

Select one ▾

## Communication Skills

Select one ▾

## Dependability & Accountability

Select one ▾

## Specific Examples (Optional)

Provide any examples that highlight your feedback

## Overall Feedback & Recommendations

Summarize your feedback and offer recommendations for the future

Submit Feedback