**Feedback is Kindness**

Let’s build a culture of trust that fosters constructive feedback. How can you do your part? Show you agree with the following statements by signing at the bottom of this page.

1. I will ask for the type of feedback that would be most helpful to me – Whether it's editing, proofreading or reviewing, I will be clear about what I need.
2. I will not ask for editing unless I truly want it – If I’m seeking praise, I will be honest about that and not disguise it as a request for detailed feedback.
3. I will give feedback in a way that doesn’t diminish others – My feedback will be constructive, respectful and focused on improving the work, not criticizing the person.
4. If I don’t have time to provide feedback, I will say so – I will be honest about my availability and trust that it's okay to set boundaries when asked for feedback. (This ensures others don’t hesitate to ask for feedback, perceiving I am too busy.)
5. I trust that feedback is given in the spirit of kindness and improvement – I will remember that feedback is meant to help make the work better, not as a personal critique.
6. I will always thank the person who gives me feedback – I will show gratitude for their time and effort in helping me improve my work.

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_