

Attachment I. Reminder letter.

Reading level: 7.8

Participant's (or NOK) name
Address
City, State, Zip

Dear [Survey participant or NOK],

Several weeks ago, we invited you to take part in the ATSDR Health Survey of Marine Corps Personnel and Civilians. You were asked to answer questions about yourself or about a family member who lived or worked at Camp Lejeune or Camp Pendleton in 1985 or before. To the best of our knowledge, your survey has not yet been returned. We are writing again to encourage you to complete and return the survey as soon as possible. Your information is important for the success of the health survey.

For your convenience, we are offering you two ways to complete the survey:

1. Complete the enclosed booklet and return it to Westat, a contractor for ATSDR, by mailing it back in the envelope provided; or
2. Answer the survey on-line at www.xxx.com. Your personal identification number (PIN) is **xxx**. This PIN is needed to access the survey over the internet.

We want to assure you that all answers will be kept private to the extent permitted by law. No personal information will be identified in any reports from this survey.

Please complete only one survey – either on-line or by mail. Although your participation is voluntary, we hope you will decide to take part. If you decide not to take part, please take a moment to let us know why on the enclosed postcard. If you have any questions about the survey please call the Health Survey Information Line at xxx. Thank you in advance for your help with this important survey.

Sincerely,

ATSDR Official

NONRESPONSE POSTCARD

Reading level: 4.4

We hope you will decide to complete this survey, but if you have decided not to, please take a moment to tell us why.

What is your main reason for not completing this survey?

- I don't think the survey is important.
 - I feel like it would take too much time/effort.
 - I don't want to provide my personal information.
 - I feel the survey is a waste of government money.
 - I don't have any health problems.
 - Some other reason (please specify).
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Thank you for providing us this information. It is very helpful to us.