

Dear (individual name),

Thank you for agreeing to participate in the Online Focus Group on **DAY DATE, at TIME**. Your feedback will help us refine and finalize the attached questionnaire for a United States Citizenship and Immigration Services (USCIS) evaluation of E-Verify. Once the survey is finalized, we will send it to E-Verify employers for the full study later this year. You will not be asked to participate in the full study.

Your feedback is important to enhancing the quality of this survey. Prior to your participation in the focus group, please print and complete the attached questionnaire. As you complete the questionnaire, we would like you to carefully review the highlighted questions in yellow by keeping the following considerations in mind:

- Are you clear about what the question is asking? If not, what needs to be clarified?
- Are the instructions clear and useful? Are there any terms that need to be defined?
- Are the response categories clear? Are any additional response categories needed?
- Is the requested information easily available? If not, what did you have to do to obtain the needed information?

Feel free to make comments directly on the survey form. Then, make a copy of your completed survey and your comments for our focus group discussion and send the original back to us in the pre-paid Federal Express envelope that we will send you. We would like to receive your completed survey by **DATE** so that we can review it and identify any additional questions prior to the focus group.

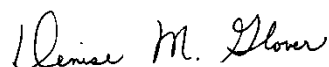
Although our focus group discussion will address the highlighted questions, we are also interested in any comments you may have on other questions. We plan to record the focus group discussion to ensure we capture the discussion accurately.

The focus group should take about an hour. We will give you a web address to enter the online focus group, and you will be provided with a toll-free telephone number to join the audio portion of the focus group after logging in online. You will receive \$50 for participating in the focus group.

If you have any questions, please contact John Porton at johnporton@westat.com or (240) 314-2307.

Thank you in advance for your help with this important project.

Sincerely,



Denise Glover, Ph.D.
Project Director, National Survey of E-Verify Employers