## Attachment 9: Facility Survey Ad hoc Mailing Letter



<<DATE>> <<SUID>>

<<TITLE>><<FNAME>> <<LNAME>> <<SUFFIX>>
Or Current <<TITLE>>
<<agcyname>>
<<ADDRESS>>
<<CITY, STATE ZIP>>

Dear <<TITLE>><<LNAME>>:

Thank you for {speaking with/contacting} us regarding the Officer Safety in Correctional Facilities Study. Per your request a copy of the survey is enclosed. This study will provide the first nationally representative information on the use of body armor within correctional facilities. Data will be used to explore who uses body armor and the situations in which body armor is currently used; contributing to correctional officer safety.

If you have any questions or need assistance with the questionnaire, please contact NORC by telephone (XXXXX), or e-mail (XXXXX).

Sincerely,

**NORC**