

Survey Reminder Letter:

THE HONORABLE _____
ADDRESS 1
ADDRESS 2
CITY, STATE, ZIP
UIC 1234567

Dear Sir/Madam,

You should have received an invitation to participate in an online survey regarding your satisfaction with the services you currently receive from the Veterans Health Administration Office of Community Care (VHA OCC) Congressional Response Team when placing inquiries on behalf of your Veteran constituents about health care administered by VHA OCC.

Thank you so much for taking the time to complete the survey. Your feedback is critical and your participation will help improve the quality of services received by you and other Congressional offices.

If you have not yet completed the survey, please do! The survey will take about five minutes to complete and is available until **[DATE]**. Please note the survey is voluntary and completely anonymous.

To access the survey, please enter the following address into your web browser exactly as it appears:

www.va.gov/PURCHASEDCARE/index.asp

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Important – Once you access the online survey, please enter the Unique Identifier Code (**UIC**) listed above under your business name. This number will help us track our response rate.

Thank you for your time and interest in helping us to serve you better.

Sincerely,

Douglas Katason
Stakeholder Outreach Manager