

## Attachment D: Email Reminder

Dear (TCP Program Manager):

This is a friendly reminder requesting 3 days and times (70 minutes in length) that you would be available to participate in a telephone interview for the assessment of *Best Practices for Comprehensive Tobacco Control Programs-2014*. We are working to schedule all 51 TCP program managers, and in an effort to accommodate your choices, we need to hear from you soon.

Please send your choices of days and times to Yessica Gomez ([ygoomez@cdc.gov](mailto:ygoomez@cdc.gov); 770-488-8947) by/NLT **[Date]**.

If you have any questions regarding this assessment or your participation in this information collection effort, please contact Yessica Gomez or your project officer.

We appreciate your participation.

The OSH Evaluation Team  
Epidemiology Branch  
Office on Smoking and Health  
National Center for Chronic Disease Prevention and Health Promotion  
Centers for Disease Control and Prevention