



An Employee-Owned  
Research Corporation

1600 Research Boulevard  
Rockville, MD 20850-3129  
tel: 301-251-1500  
fax: 301-294-2040  
www.westat.com

January 22, 2021

Dear «Contact\_Name»,

This letter confirms your participation in the Motorcycle Focus Group. Your participation is scheduled at «Time\_scheduled» on «Date\_scheduled» at our office:

Westat  
**1600 Research Blvd, Rockville, Maryland.**  
Directions are on the next page.

Once you enter the complex look for “Visitor Parking”. If you have any difficulty finding us call XXX-XXX-XXXX.

The session will last approximately 90 minutes. Please arrive 15 minutes prior to your scheduled appointment to allow us time to check everyone in.

Prior to the meeting it would be great if you could email us a photo or two of the typical clothing and gear that you wear while riding a motorcycle. **You may be in the picture if you like or take a picture only of your riding clothing and gear.** For example, you can take a picture of your clothing and gear as they are laid out on the floor or on a hanger. Send the photos to [XXXXXXXXXX@westat.com](mailto:XXXXXXXXXX@westat.com).

Included is an informed consent form for you to review. The form is typically used for research studies like this one. When you arrive, we will ask you to review and sign the form. You do not need to bring it with you to the meeting, as we will have copies.

We very much appreciate your willingness to join the focus group. We value your input and thank you in advance for your cooperation and participation.

If you have any questions about the study, please call me at XXX-XXX-XXXX or email me at xxx.

Sincerely,

James Jenness

Westat Project Director