

## **Appendix C-10 Cluster Administrator Survey Reminder E-Mail 2**

Dear Cluster Administrator,

This is a friendly reminder that your fully completed Cluster Administrator Survey (CAS) is due on [insert date].

In addition, please submit to Optimal any remaining PDF smart forms you may have, so they can be included in this year's analysis. Please do your best to return these documents to Optimal by [insert date].

Thank you very much for your invaluable assistance during this data collection period. Please feel free to contact us via e-mail at [clusters@optimalsolutionsgroup.com](mailto:clusters@optimalsolutionsgroup.com) or by telephone at (301) 918-7318 if you have any questions.

Best regards,