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PROJECT VERIFICATION LETTER

DATE:

Subject: Important Child Care Survey

Dear [NAME]:

We recently sent you an invitation to participate in an important survey, which is being conducted by the U.S. Department of Agriculture's Food and Nutrition Service, Child Nutrition Division.

This letter is to verify that this survey is an official project of the U.S. Department of Agriculture's Food and Nutrition Service. If you have any questions, please feel free to contact XX at XXX.

The purpose of the survey is to get input from child care centers and family day care homes across the U.S. about nutrition, physical activity and electronic media use in centers and homes. Your valuable feedback will help improve the Child and Adult Care Food Program (CACFP), and we appreciate your participation.

Sincerely,

INSERT NAME
USDA Representative