Subject Line: <Species> harvest reporting focus group

<First name>,

Thanks again for agreeing to participate in the <species> hunting focus group on <date>.

Just a quick reminder that it will be a casual discussion with fellow <species> hunters about end of the season harvest reporting and your experience with the harvest survey, which we will be testing.

Rest assured we will not try to convince you of anything or try to sign you up for any programs. We’d just like to hear your honest opinions on the migratory bird harvest reporting process to help us improve this important <species> management tool.

The discussion will be held:

<date>

<time>

<login information>

You don’t have to do anything to prepare. All we ask is that you “arrive” in the virtual meeting on time so that we can wrap up the discussion by <time>.

If you have any questions or a change in schedule, contact me anytime at: cindy@djcase.com or 574-855-4300.

Thank you again for agreeing to participate!

Cindy

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