

OMB Approval No. 2900-XXXX
Respondent Burden: 18.5 Minutes
Expiration Date: xx/xx/xxxx

The Department of Veterans Affairs (VA) is interested in learning how Servicemembers transition into civilian life after the military.

Your responses to an important survey can help VA assist your fellow Veterans. This voluntary survey will take approximately 15-20 minutes to complete, your information will be kept private, and your participation and responses will not impact your current/future VA benefits.

To complete the survey, please access **[INSERT URL]** and use your unique password **[VARIABLE]**. If you have any questions about the survey, please call [insert contractor] at [insert number] (toll-free) or by e-mail at [insert email].

THANK YOU IN ADVANCE FOR YOUR PARTICIPATION.

Very Respectfully,

[signature]

[Title] (Highest senior leader possible to boost response)