

**Email invitation to states to provide fluoridation status and corresponding population**

Form Approved  
OMB No. 0920-XXXX (for CDC)  
Exp. Date xx/xx/20xx

Date: April xx, 20xx

To: State Dental Directors  
State Drinking Water Administrators  
State Fluoridation Specialists

From: <Name>, National Fluoridation Engineer  
CDC Division of Oral Health

Re: Request to participate in the national community water fluoridation surveillance

Dear Colleagues,

CDC respectfully requests your participation in the national oral health surveillance by validating and updating the fluoridation status and corresponding population data of your state's community water systems (CWS). The data will be used in the national fluoridation surveillance reports prepared by CDC and published on its website.

Attached is the annual discrepancy data report prepared by CDC for your state, which identifies the differences between the data in the EPA SDWIS and the CDC WFRS data for your CWS. It is important to use the discrepancy data report as a guide to update the data; it also is intended to reduce your effort by pinpointing the exact data which is incongruent.

The attached instructions should answer your questions about how to validate and update the data, however, if you need assistance or have any concerns, please contact National Fluoridation Engineer <name> at CDC by email at [xx@cdc.gov](mailto:xx@cdc.gov) or by phone at (xxx) xxx-xxxx.

The deadline for submitting data is **October 1, 20xx**.

Thank you for your participation.

Sincerely,

Division of Oral Health  
National Center for Chronic Disease Prevention and Health Promotion  
Centers for Disease Control and Prevention  
[www.cdc.gov/oralhealth](http://www.cdc.gov/oralhealth)

CDC estimates the average public reporting burden for this collection of information as 37.5 hours per response, including the time for reviewing instructions, searching existing data/information sources, gathering and maintaining the data/information needed, and completing and reviewing the collection of information. An agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a currently valid OMB control number. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to CDC/ATSDR Information Collection Review Office, 1600 Clifton Road NE, MS D-74, Atlanta, Georgia 30333; ATTN: PRA (0920-XXXX).