Submission Thank You E-mail

TO: «DP_EMAIL»

SUBJECT: Thank You from the 20XX Bureau of Justice Statistics' Annual Probation Survey

BODY OF E-MAIL:

Dear «DP_SAL» «DP_FN» «DP_LN»,

Thank you for submitting your 20XX «Annual Probation Survey, Annual Parole Survey». Our analysts will review the data and we will be in touch if we have any questions. If you ever need to make updates to your 20XX survey data or have any questions about the survey, please contact us at <<XXX-XXX-XXXX>> or email <<Agency Support Team Email>>. Thank you for your support of this data collection.

Sincerely,

<<Contractor>> Agency Support Team
Annual Surveys of Probation and Parole

E-mail: <<Agency Support Team Email>>
Phone: << XXX-XXX-XXXX>>
Fax: << XXX-XXX-XXXX>>
UID: «User ID»