

Nonresponse Follow-up Survey Advanced Letter



<<DATE>>

<<STATE>> Resident
<<Add 1>>
<<Add 2>>
<<City>>, <<State>> <<Zip>>

Dear <<STATE>> Resident:

The National Oceanic and Atmospheric Administration is responsible for the management of many of our nation's natural resources. Having the most accurate information possible is essential to help us maintain those resources for you and future generations. NOAA would appreciate your assistance in helping us understand the quality of outdoor and coastal resources in <<STATE>>.

A few weeks ago, we sent a questionnaire to your household but it appears that your survey did not reach us. This letter is to notify you that in a few days you will receive a Fed Ex package containing a questionnaire, a postpaid return envelope, and a small token of thanks for your help.

Your address was randomly selected from a list of all addresses in <<STATE>>. This is a voluntary survey. Responses are kept confidential, and will only be released in aggregate statistical form.

If you have any questions or comments about this study, we would be happy to talk with you. Please call toll-free 888-xxx-xxxx.

Yours sincerely,

A handwritten signature in black ink, appearing to read "Dave Van Voorhees".

Dave Van Voorhees
Chief, Fisheries Statistics Division
NOAA Fisheries, Office of Science and Technology

Nonresponse Follow-up Survey Cover Letter



<<DATE>>

<<STATE>> Resident
<<Add 1>>
<<Add 2>>
<<City>>, <<State>> <<Zip>>

Dear <<STATE>> Resident:

The National Oceanic and Atmospheric Administration is responsible for the management of many of our nation's natural resources. Having the most accurate information possible is essential to help us maintain those resources for you and future generations. NOAA would appreciate your assistance in helping us understand the quality of outdoor and coastal resources in <<STATE>>. Your generous participation is critical because you represent many other people in <<STATE>>. For the results to be accurate, you cannot be replaced by someone else.

A few weeks ago, we sent a questionnaire to your household but it appears that your survey did not reach us. It will take just a few minutes of your time to complete the enclosed survey and mail it back in the postpaid envelope. We have enclosed a small token of thanks for your help.

Your address was randomly selected from a list of all addresses in <<STATE>>. This is a voluntary survey. Responses are kept confidential, and will only be released in aggregate statistical form.

If you have any questions or comments about this study, we would be happy to talk with you. Please call toll-free 888-xxx-xxxx.

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