



OMB Control No: 3041-0136; Expiration date 01/31/2024

Dear [INSERT NAME],

Thank you for agreeing to participate in our upcoming research project! Currently you are scheduled for an online focus group using Fieldwork. This focus group requires you to be in front of a desktop/laptop computer, with a strong internet connection, while also being on a webcam. Please note a smartphone or tablet will NOT show the materials correctly, **you MUST use a computer.**

IMPORTANT PARTICIPATION INFORMATION:

Prior to your research session, you will need to do the following:

1. **VERY IMPORTANT:** Prior to your participation in the study you must read, agree to and sign a research participation consent form. This form will need to be signed in order for you to participate and receive your incentive. **You must complete this NDA via DocuSign no later than 24-48 hours of receiving it (it may have already been sent to you). If we do not receive your signed consent form in a timely manner and we do not hear from you, we may need to cancel you from this study and find a replacement.**
2. **Focus group information: XXXXXXXX**

Session Information:

<p>Date: [INSERT DAY, MONTH, DATE, YEAR] Length: 2 hours Time: YOUR TIME [INSERT RESPONDENT TIME AND TIME ZONE] XST Honorarium: \$175 to be sent upon full completion and participation of all activities/tasks and the completion of the project. <i>See the 'Incentive Information' paragraphs below for more incentive information.</i></p>

Incentive Information:

Here are some helpful tips regarding your incentive –

- For the most efficient service, email our Incentives Team at [XXX](#) with any questions.
- Allow up to **5 business days** after your participation to receive your incentive redemption email
- We recommend adding notification@prepaiddigitalsolutions.com to your email contacts so that the incentive code email does not go to your spam.
- Your payment will be delivered via email with instructions for claiming your Digital Visa® Prepaid Card. You must claim your card within 3 months from the date these instructions are sent via email. If you do not claim your card within that time frame, a virtual prepaid card will be generated for you, which will be accessible through the original payment email link.
- Please pay close attention to the valid through date on your redemption code. This is not a gift card, rather it is a prepaid card and therefore subject to expiration.
- Once you receive this email, you will be given a few redemption options;
 1. Redeem for a Virtual Visa reward card which allows you to make purchases immediately online
 2. A Physical Visa Reward card mailed to the address you provide



3. Transfer to debit card option for a fee of \$5.95
Redemption must be done using a computer and will not work from a mobile device or tablet
- Use your Visa prepaid card anywhere Visa debit cards are accepted in the U.S. The card may not be used at any merchant, including internet and mail or telephone order merchants, outside of the U.S. Card is issued by The Bancorp Bank, Member FDIC, pursuant to a license from Visa U.S.A. Inc. Your use of the prepaid card is governed by the Cardholder Agreement, and some fees may apply. This is not a gift card, rather it is a prepaid debit card. Please note that prepaid cards are subject to expiration, so pay close attention to the expiration date of the card.

CONFIRMATION/VALIDATION INFORMATION:

A representative for our office will be calling you a few days prior to your study to confirm your attendance and to re-screen you per our quality control procedures. If you do not answer, we will leave you a message with each call. Your attention to our phone calls is greatly appreciated. Should an emergency arise that would prohibit you from attending, please contact us as soon as possible so that we may fill your spot.

Thank you,
Ref #xxxNRC21

Your voluntary participation in market research with Finn Partners constitutes an Independent Contractor relationship, not an Employment relationship.