

Confirmation Email

Subject: Census Bureau Focus Group

Thank you for agreeing to participate in an upcoming U.S. Census Bureau focus group.

We are confirming your participation in the focus group scheduled on [Day of the week], [Month] [Day ] from [Beginning time] to [End time]. We will send a separate calendar invitation that will include a link to attend the focus group in Microsoft Teams. We have attached directions for using MS Teams to this email.

Please review and electronically sign the consent form for the focus group at the link below prior to the focus group.

[Insert Link to Consent Form].

If you have any questions or concerns, please contact X.