

Email for schools with upcoming survey date:

Possible Subject: NYTS survey on [DATE]!

Dear _____,

We are looking forward to your school's participation in the National Youth Tobacco Survey (NYTS) on [DATE]! I am reaching out to confirm the following in preparation:

- 1) Parent forms have been sent home
- 2) You have received the survey URLs
- 3) Teachers are ready and have the NYTS overview and script (LINK)

We are aiming for an 90% participation rate from students! Thank you for all you've done to make NYTS possible.

Please call or email if you have any questions.

Thank you,

[SIGNATURE]