

[AGENCY LETTERHEAD]

[DATE]

«Name»

«Address_line_1»

«Address_line_2»

Dear «Name»,

About three weeks ago we wrote to you asking about your thoughts and opinions on wildland fire in [GEOGRAPHIC AREA NAME]. As of today, we have not yet received your completed questionnaire. If you have already returned your questionnaire, please accept our sincere thanks.

I am writing to you again because of the importance each questionnaire has for getting an accurate picture of the opinions held by people in your community. The response has been encouraging so far. However, the accuracy of the final results depends upon you and others in our study who have not yet responded.

The survey results will help us develop a better understanding of homeowners' views on wildland fire management in [GEOGRAPHIC AREA NAME].

This survey should take you approximately fifteen minutes to complete. You indicate your voluntary agreement to participate by completing and returning this questionnaire. When you have completed the questionnaire, please mail it back to us in the postage paid envelope provided. Your comments are valuable to our study. Your responses will be kept confidential and your privacy will be protected. Your name or property location will not be associated with any results.

If you have any questions regarding your participation in this study, please contact [CONTACT NAME] at [PHONE NUMBER]. Thank you for your consideration.

Sincerely,

[CONTACT NAME]

[TITLE]