

## IRPE SAMPLE SURVEY COVER LETTER

**Survey Title:**

**Survey Administrator:**

**Date:**

Dear **xxxx**,

You have been invited to participate in a survey to **provide a short description of the survey**. The results of this survey will be utilized to **fill in blank**.

**Write a short paragraph describing the importance of the survey and what you hope to determine from the results.**

An informed consent form is included. Return of this survey implies informed consent. Completed online surveys are stored in a secure data center (or if using paper surveys: completed surveys will be stored: **xxxxxxxx**).

**Incentive description here**

Please take a few minutes today to answer each question on the survey as completely and accurately as possible. Your responses will be processed confidentially and only group data will be made available. If you have any questions regarding the survey or would like a copy of the survey results, please contact **xxxx** at **xxx-xxx-xxxx** or **xxxxx@xxxx.xxx**. Thank you for your contribution to this important survey and I wish you the best in your future endeavors.

Sincerely,

**xxxxxxxxxx**