

Important: Participation Notification

Dear [Participant's Name],

We are writing to inform you about an upcoming health assessment survey that will be conducted by [Organization Name]. Your participation is crucial in helping us understand and improve the health and well-being of our community.

Survey Details:

- **Survey Date:** [Date]
- **Location:** [Location]
- **Time:** [Time]

Your responses will be kept confidential, and no personal information will be shared outside of this study. We encourage you to share your honest opinions and experiences.

To confirm your participation, please RSVP by [RSVP Date] to [Contact Information].

Thank you for your attention and for contributing to this important initiative.

Sincerely,

[Your Name]

[Your Title]

[Organization Name]

[Contact Information]