

MONTH DAY, 2016

Dear OurCompany Employee:

As you may remember, you've been randomly selected to fill out a job satisfaction survey, as a required part of our company's participation in Computerworld's Best Places to Work in IT awards. Your responses will be kept confidential and are essential to the validity of the survey results.

The results will be used in aggregate form only and will be received by Research Results, a third-party research firm, via a secure server. The secure server prevents network transactions from being decoded, thus preserving the privacy of sensitive information. Your responses can’t be linked to you specifically, but only to your company overall.

There's still time! The deadline for completing the survey is February 23, 2016.

The survey takes just 10 minutes to complete.

Please click on the link below to access the survey.

<The link we send you should go here>

Thanks for your participation.

Jane Doe

CEO/Chair…

MyCompany