

**TOURNAMENT ORGANIZER LETTER**



United States Department of Commerce  
National Oceanic and Atmospheric Administration  
NOAA Fisheries Service  
Silver Spring, MD 20910

<Date>

<ORGANIZER>  
< TOURNAMENT >  
<STREET ADDRESS>  
<CITY>, <ST> <ZIPCODE>

Dear <SALUTATION> <ORGANIZER>,

Your tournament has been selected to participate in the *Atlantic Highly Migratory Species Tournament Expenditure Survey*, the first-ever study by NOAA Fisheries to better understand the economic contributions of HMS tournaments to coastal economies. Information you provide will inform federal and state decision-makers about the impacts of proposed changes in fisheries regulation on coastal communities.

Within the next few weeks you will receive an email that will include a link to an online survey which will ask about your tournament's costs and revenues, number of participants, and species targeted. *We will also be surveying tournament participants regarding their expenditures associated with participating in the tournament. We welcome your assistance in notifying tournament participants of this survey and encouraging them to participate.*

Please consider lending your perspective to this voluntary study. We understand the confidential nature of the information sought and will take all appropriate steps to protect your organizations privacy. Your responses will be held strictly confidential and only summary statistics for the study will be reported. We know your time is valuable, but hope you will participate and be part of the fisheries management process.

If you should have any questions or concerns about this study, please feel free to contact me at 301-427-8503 or [George.Silva@noaa.gov](mailto:George.Silva@noaa.gov).

Sincerely,

George Silva  
NOAA Fisheries Service  
NMFS HMS Management Division  
Silver Spring, MD 20910

**EMAIL CORRESPONDENCE TO TOURNAMENT ORGANIZERS:**

Dear <SALUTATION> <ORGANIZER>,

Here is a link to the *Atlantic Highly Migratory Species Tournament Expenditure Survey* that I mentioned in my letter from a few weeks ago. This first-ever survey will fill an important gap in our current knowledge. With your help, we can showcase the importance of HMS tournaments to coastal economies along the [Atlantic/Gulf] Coast.

**Please consider lending your perspective to this study by taking 20-30 minutes to complete the linked survey. You can access the survey by clicking [HERE](#), and by entering the following username and password:**

**USERNAME: [TOURNAMENT]**

**PASSWORD: [XXXXXX]**

NOAA Fisheries is the federal agency within the U.S. Department of Commerce responsible for the conservation of our ocean resources. We are conducting this survey to better understand the economic contributions of HMS fishing tournaments to coastal communities. The research results will be made available to fisheries management councils, state agencies, and all interested citizens to inform the discussion of recreational fisheries policies.

You'll notice the survey asks about your tournament's costs and revenues, number of participants, and species targeted. We realize this is sensitive information and as such, we have an enormous responsibility to ensure your information is used appropriately and kept secure. Your responses are completely voluntary and confidential.

Only through your responses can we more fully understand the economic importance of the recreational fishing industry. Please consider joining your peers and adding your voice to this important study.

I would be happy to answer any questions you might have. Please call me at 301-427-8503 or send me an email at [George.Silva@noaa.gov](mailto:George.Silva@noaa.gov). Questions can also be addressed to [contractor] at XXX-XXX-XXXX or XXX@XXX.com.

Thank you for your help. I look forward to your response.

Sincerely,

George Silva  
NOAA Fisheries Service  
NMFS HMS Management Division  
Silver Spring, MD 20910

**EMAIL CORRESPONDENCE TO TOURNAMENT ORGANIZERS:**

Dear <SALUTATION> <ORGANIZER>,

Last week you should have received an email asking you to participate in an online survey about your Atlantic HMS tournament's costs and revenues..

- If you have already completed the survey to us, please accept our sincere thanks.
- If you have not had a chance to complete it, please consider doing so in the next few days.

**Please consider lending your perspective to this study by taking 20-30 minutes to complete the linked survey. You can access the survey by clicking [HERE](#), and by entering the following username and password:**

**USERNAME: [TOURNAMENT]**

**PASSWORD: [XXXXXX]**

We have asked all Atlantic HMS tournaments conducted in 2016 to participate in this study, but due to the comparatively small number of tournaments conducted every response is important. Your response ensures we accurately reflect the importance of HMS tournaments to coastal communities.

I would be happy to answer any questions you might have. Please call me at 301-427-8503 or send me an email at [George.Silva@noaa.gov](mailto:George.Silva@noaa.gov). Questions can also be addressed to [contractor] at XXX-XXX-XXXX or XXX@XXX.com.

Thank you again for your consideration. We look forward to your response.

Sincerely,

George Silva  
NOAA Fisheries Service  
NMFS HMS Management Division  
Silver Spring, MD 20910

**TOURNAMENT ORGANIZER LETTER**



United States Department of Commerce  
National Oceanic and Atmospheric Administration  
NOAA Fisheries Service  
Silver Spring, MD 20910

<Date>

<BUSINESSNAME>

<STREET ADDRESS>

<CITY>, <ST> <ZIPCODE>

Dear <SALUTATION> <ORGANIZER>,

About three weeks ago, you should have received an email with a link to an online survey that asked about your tournament's costs and revenues. As of <date>, we have not yet received your completed survey. If you have already completed your survey, thank you very much for your participation in this study.

We currently lack adequate economic information on marine recreational fishing tournaments that target Atlantic highly migratory species. With your help, we can change that. This survey will improve our understanding of the contributions of marine recreational fishing tournaments to the economies of coastal states and to the nation, and allow policy makers to better assess and minimize the effects of agency decisions on these events and coastal communities.

Your response does have an impact. In order for the results of this survey to be truly representative of all HMS tournaments, it is essential that as many tournaments as possible complete the online survey. Please be assured that we value your privacy. Your answers are strictly voluntary and confidential.

**Please consider lending your perspective to this study by taking 20-30 minutes to complete the linked survey. You can access the survey at [WEB ADDRESS], and by entering the following username and password:**

**USERNAME: [TOURNAMENT]**

**PASSWORD: [XXXXXX]**

I appreciate you taking the time to consider helping with this survey. If you have any questions about this survey, please call me at 301-427-8503 or send me an email at [George.Silva@noaa.gov](mailto:George.Silva@noaa.gov). Questions can also be addressed to [contractor] at XXX-XXX-XXXX or XXX@XXX.com.

Sincerely,

George Silva  
NOAA Fisheries Service  
NMFS HMS Management Division  
Silver Spring, MD 20910