

[CONFIDENTIAL]

Attender Survey Collection Envelope



USE THIS ENVELOPE TO COLLECT SURVEYS AS SOON AS THEY ARE COMPLETED TO PROTECT CONFIDENTIALITY

INSTRUCTIONS FOR COLLECTING AND RETURNING SURVEYS:

- Step 1** As attenders hand in their completed Attender Surveys, separate survey forms from their jackets.
- Step 2** Place all completed adult Attender Surveys and Children's Surveys into these Collection Envelopes. (Approx fifty survey forms per envelope).
- Step 3** Seal each envelope and write your church name and NCLS church code on it.
- Step 4** Place Collection Envelopes containing all completed Attender Surveys, along with any completed survey jackets and any other completed church surveys into one POSTPACK/BOX per church for return. (Re-use the postpack that NCLS sent you by adding the return address label and re-sealing).

Note: Completed survey jackets do not need to be inserted into this Confidential Envelope. Include those in the postpack. Leaders Surveys have their own Confidential Envelopes.

THIS ENVELOPE CONTAINS SURVEYS FROM THE FOLLOWING:

Church Name: NCLS Church Code: