[insert date]

Mr. John Doe

123 street

city, state, zip code

Dear [insert property owner, e.g., Mr. Doe],

The North American Bat Monitoring Program (NABat) is a large-scale, long-term collaborative monitoring program designed to assess the status and trends of North American bats at local, regional, and range-wide scales. Spanning the United States, Canada, and Mexico, NABat brings together an extensive network of partners who utilize the NABat program design and monitoring protocols to collect bat population data. These data are analyzed at various spatial and temporal scales and results are used to promote effective conservation actions to ensure the long-term viability of bat populations across the continent.

We [your affiliation] will be performing bat monitoring activities throughout [insert your state or region] on [insert dates of monitoring activities, e.g., June 1st and June 5th, 2018]. We are reaching out to you because your property falls within one of our chosen survey areas, and for this effort, a vehicle will need access to roads of which all or a segment of occur(s) on and around your property. Vehicles will be driving at a slow speed (~ 32 km/h or 20 mph), starting at [intersection or point of survey start] and traveling along the route for [insert km/m of total route]. Vehicles will be equipped with acoustic detectors and GPS to record bat echolocations and track the location of each call. Detectors emit no sound and are quite unobtrusive. Surveys will be conducted from [survey start time] to [survey end time]. At the start and end of each survey, the vehicle will come to a complete stop in a safe, convenient, and appropriate location (e.g., on designated pull-off areas, not obstructing roads or driveways) so equipment may be set up or removed from the top of the vehicle and secured and to collect data such as the weather conditions. The purpose of this effort is to use the collected data to determine which species of bats are using specific areas in [insert your state] and how many bats there are. The emergence of White-nose Syndrome (a fungal-born disease, responsible for killing millions of bats) has made it extremely important to collect accurate baseline information on bat populations throughout the region.

While many of the randomly selected routes for our project are located on public lands, some are on private lands. Developing a comprehensive understanding of bat population status across the region will require information from a variety of landscapes, not just protected areas. I would like to kindly request your approval to conduct mobile acoustic transect surveys on your property during the survey period mentioned above. If you consent to this request, our field crew will respectfully adhere to rules you establish for accessing the property and driving roads to conduct surveys.

If you have any questions regarding the work described here please don’t hesitate to contact us. I look forward to hearing from you.

Sincerely,

[Name]

[Address]

[Contact information]

**[If available, include map of grid cell, with property boundary,**

**roads and proposed driving transect shown & labeled]**