….., 2013

Dear ….,

I am contacting you on behalf of the University of Minnesota Academic Health Center Oral History Project. Through this project, we are recording the personal stories of key individuals who were involved with the formation of the Academic Health Center, served in leadership roles, or have specific insights into the institution’s history.

I would like to invite you to be a part of this project. Your knowledge and insight, based in particular on your experiences as …..will provide invaluable information about the history of the Academic Health Center.

I will follow-up with you within two weeks to discuss the project further and to answer any questions you may have. You can also contact me directly at the phone number and email address listed above. You can also find information about the project at http://blog.lib.umn.edu/ahc-ohp/ahc-oral-history-project/ Should you decide to take part in the project, your participation will involve a time commitment of two-three hours at a time and place convenient to you.

I very much hope you will be able to participate in our project.

Yours sincerely,

Dominique A Tobbell, PhD

Oral Historian, Academic Health Center History Project
Assistant Professor, Program in the History of Medicine