**Sample Email for State Winner**

Dear [Name],

It is my pleasure to notify you that you have been selected as the 2016 National Association of Geoscience Teachers (NAGT) “Outstanding Earth Science Teacher” award for the state of [State]. Congratulations! Your activities in support of Earth science education are simply outstanding and the community thanks you most heartily for your contributions.

In order for NAGT to process your award, you will need to go to the [Recipient Award Information](http://nagt.org/nagt/awards/oest-info.html) web page and submit the requested information.

Also, please visit the [OEST State Winners](http://nagt.org/nagt/awards/oest_state_winners.html) page for information on how to claim your award benefits.

Thank you for your commitment to improving the quality of geoscience education for your students, and do not hesitate to contact me with any questions [link to contact information if not listed in signature].

Best regards,

[Notifier]