

SA-900-L3
(2-2006)

THIRD REQUEST

FROM THE U.S. CENSUS BUREAU

Recently we requested that you participate in a mandatory national survey. Our records show we have not received your completed 2006 Annual Services Report, which is now overdue. Please complete and return the form in the enclosed envelope within 10 days. **If you have already mailed your form, you may disregard this notice.**

By law (Title 13, United States Code), you must file this report. Your failure to comply may result in a penalty. The information you provide is confidential and only persons sworn to uphold the confidentiality of Census Bureau information may see it. Data provided will be used only to publish summary statistics that do not identify individual firms. Title 13 also provides that copies retained in your files are immune from legal process. In addition, your reported data are exempt from requests made under the Freedom of Information Act.

You may fax your report toll-free to 1-800-447-4613. If book figures are not available, your best estimates are acceptable. Your prompt response will alleviate the need for future telephone follow-up. If a Census Bureau interviewer contacts you for the data, a supervisor may monitor the call to evaluate interviewer performance.

If you have any questions or need assistance, please call us toll-free at 1-800-772-7851 weekdays between 8:30 a.m. and 5:00 p.m., Eastern time. You can also refer to the Frequently Asked Questions Web site at <www.census.gov/svsd/www/genfaq.html>. In written correspondence, please refer to the survey name and the identification number (ID) in the upper left corner of the address section on the form.

Thank you for your cooperation with this important program.

Sincerely,

MARK E. WALLACE
Chief, Service Sector Statistics Division

Enclosures