

FROM THE DIRECTOR
U.S. CENSUS BUREAU

We are conducting the Annual Capital Expenditures Survey and would appreciate your assistance in completing the enclosed survey form.

The U.S. Census Bureau's Annual Capital Expenditures Survey is a key source of information about our country's economic performance. Business investment in structures and equipment is an important component of the Gross Domestic Product. Investment data also are useful for identifying business opportunities, product development, and strategic planning.

Title 13, United States Code, requires you to respond to this survey. It also requires us to keep your response confidential and use the information you provide for statistical purposes only. Your responses are immune from the legal process.

We recognize that completing this survey imposes a burden on you. However, your response is important in providing accurate data about our Nation's economic performance. We have limited the survey sample to the fewest possible number of representative firms, and we accept estimates if book figures are not available.

Please review the instructions, complete the form, and return it within 30 days. The instructions describe how to report for each item. Returning your form promptly helps us keep follow-up costs down. If you have any questions or comments, please call us toll-free at **1-800-528-3049**.

Thank you for your cooperation and attention to this important initiative.

Sincerely,

Charles Louis Kincannon

Enclosure