

M-CIR-L5  
(8-2006)



**UNITED STATES DEPARTMENT OF COMMERCE**  
**Economics and Statistics Administration**  
**U.S. Census Bureau**  
Washington, DC 20233-0001

FROM THE MANUFACTURING AND CONSTRUCTION DIVISION  
U.S. CENSUS BUREAU

This letter is to remind you that we have not received your annual Current Industrial Reports form for the above survey. If you recently mailed your survey form, we thank you and ask that you disregard this letter.

If you have not completed your survey form, please complete and return it within 5 days. Federal law (Title 13, United States Code) requires your response and ensures confidentiality. By returning your survey form promptly, you will enable us to keep follow-up cost to a minimum.

We realize your time is valuable and compiling these data is not always easy. However, reasonable estimates are acceptable, if book figures are not available.

If you have any questions or need assistance, please call our toll-free number at 1-800-201-4647. If you would like a duplicate copy of the survey form and instructions, please call our processing office staff on 812-218-3331.

We appreciate your cooperation and look forward to your prompt response.

Sincerely,

Thomas E. Zabelsky  
Chief, Manufacturing and  
Construction Division

M-CIR-L5V  
(8-2006)



**UNITED STATES DEPARTMENT OF COMMERCE**  
**Economics and Statistics Administration**  
**U.S. Census Bureau**  
Washington, DC 20233-0001

FROM THE MANUFACTURING AND CONSTRUCTION DIVISION  
U.S. CENSUS BUREAU

This letter is to remind you that we have not received your annual Current Industrial Reports form for the above survey. If you recently mailed your survey form, we thank you and ask that you disregard this letter.

If you have not completed your survey form, please complete and return it within 5 days. Although your response is voluntary, we need your participation to assure the quality of the survey results. Federal law (Title 13, United States Code) requires us to keep your report strictly confidential. By returning your survey form promptly, you will enable us to keep follow-up cost to a minimum.

We realize your time is valuable and compiling these data is not always easy. However, reasonable estimates are acceptable, if book figures are not available.

If you have any questions or need assistance, please call our toll-free number on 1-800-201-4647. If you would like a duplicate copy of the survey form and instructions, please call our processing office staff on 812-218-3331.

We appreciate your cooperation and look forward to your prompt response.

Sincerely,

A handwritten signature in black ink that reads "Thomas E. Zabelsky". The signature is written in a cursive style with a large, looping flourish at the end.

Thomas E. Zabelsky  
Chief, Manufacturing and  
Construction Division



**CURRENT INDUSTRIAL REPORTS SERIES**

FROM THE MANUFACTURING AND CONSTRUCTION DIVISION  
U.S. CENSUS BUREAU

We know that this is a busy time of the year for you and your company, but our records indicate you have not returned your annual Current Industrial Reports form. If you recently mailed your survey form, we thank you and ask that you disregard this letter.

Please complete and return the enclosed duplicate copy of the survey form within 10 days. Federal law (Title 13, United States Code) requires your response and ensures confidentiality.

Current Industrial Reports are used by individual businesses, trade associations, Government agencies and others. The resulting survey statistics can help your business to:

- Assess industry and economic trends
- Plan production
- Develop new products and markets

We realize your time is valuable and compiling these data is not always easy. However, reasonable estimates are acceptable, if book figures are not available. We accept substitutes for our survey form (e.g., computer printout) provided they contain sufficient information to match to corresponding items.

If you have any questions, need assistance, or details about FAXing your survey form, please call our toll-free number at 1-800-201-4647.

We appreciate your cooperation and look forward to your prompt response.

Sincerely,

Thomas E. Zabelsky  
Chief, Manufacturing and Construction Division

Enclosure

**U S C E N S U S B U R E A U**

*Helping You Make Informed Decisions*

[www.census.gov](http://www.census.gov)

***Please read the general instructions  
on the back of this page before  
completing the enclosed survey.***



## CURRENT INDUSTRIAL REPORTS SERIES

FROM THE MANUFACTURING AND CONSTRUCTION DIVISION  
U.S. CENSUS BUREAU

We know that this is a busy time of the year for you and your company, but our records indicate you have not returned your annual Current Industrial Reports form. If you recently mailed your survey form, we thank you and ask that you disregard this letter.

Please complete and return the enclosed duplicate copy of the survey form within 10 days. Although your response is voluntary, we need your participation to assure the quality of the survey results. Federal law (Title 13, United States Code) requires us to keep your report strictly confidential.

Current Industrial Reports are used by individual businesses, trade associations, Government agencies and others. The resulting survey statistics can help your business to:

- Assess industry and economic trends
- Plan production
- Develop new products and markets

We realize your time is valuable and compiling these data is not always easy. However, reasonable estimates are acceptable, if book figures are not available. We accept substitutes for our survey form (e.g., computer printout) provided they contain sufficient information to match to corresponding items.

If you have any questions, need assistance, or details about FAXing your survey form, please call our toll-free number at 1-800-201-4647.

We appreciate your cooperation and look forward to your prompt response.

Sincerely,

  
Thomas E. Zabelsky  
Chief, Manufacturing and Construction Division

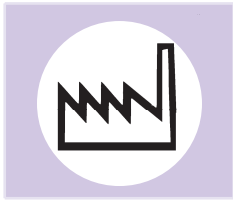
Enclosure

U S C E N S U S B U R E A U

*Helping You Make Informed Decisions*

[www.census.gov](http://www.census.gov)

***Please read the general instructions  
on the back of this page before  
completing the enclosed survey.***



## CURRENT INDUSTRIAL REPORTS SERIES

FROM THE DIRECTOR  
U.S. CENSUS BUREAU

Please complete and return the enclosed Current Industrial Reports survey form within 30 days. The Current Industrial Reports yield statistics that businesses, trade associations, Government agencies, and others use intensively. These data can help your business to:

- Assess industry and economic trends
- Plan production
- Develop new products and markets

We enclose instructions for completing this survey form. Federal law (Title 13, United States Code) requires your response to this request. The same law requires us to keep the information you report strictly confidential.

Firms such as yours which do not report in the monthly survey must submit an annual report. Therefore, in the current period, **report annual totals** rather than data for the individual months.

We realize your time is valuable and compiling these data is not always easy. However, reasonable estimates are acceptable, if book figures are not available. Please consult with your marketing manager and engineers and use the "Remarks" section to provide any needed explanations when completing your form.

If you have any questions, need assistance, or would like survey results, please call our toll-free number on 1-800-201-4647. If you need additional time or survey forms, please call our processing office staff on 812-218-3331.

Thank you for your cooperation.

Sincerely,

A handwritten signature in black ink, appearing to read "C. Kincannon".

Charles Louis Kincannon

Enclosures

***Please read the general instructions  
on the back of this page before  
completing the enclosed survey.***

U S C E N S U S B U R E A U

*Helping You Make Informed Decisions*

[www.census.gov](http://www.census.gov)

CURRENT INDUSTRIAL REPORTS SERIES



FROM THE DIRECTOR  
U.S. CENSUS BUREAU

Please complete and return the enclosed Current Industrial Reports survey form within 30 days. The Current Industrial Reports yield statistics that businesses, trade associations, Government agencies, and others use intensively. These data can help your business to:

- Assess industry and economic trends
- Plan production
- Develop new products and markets

We enclose instructions for completing this survey form. Federal law (Title 13, United States Code) requires your response to this request. The same law requires us to keep the information you report strictly confidential.

Firms such as yours which do not report in the quarterly survey must submit an annual report. Therefore, in the current period, **report annual totals** rather than data for the individual quarters.

We realize your time is valuable and compiling these data is not always easy. However, reasonable estimates are acceptable, if book figures are not available. Please consult with your marketing manager and engineers and use the "Remarks" section to provide any needed explanations when completing your form.

If you have any questions, need assistance, or would like survey results, please call our toll-free number on 1-800-201-4647. If you need additional time or survey forms, please call our processing office staff on 812-218-3331.

Thank you for your cooperation.

Sincerely,

A handwritten signature in cursive script, appearing to read 'C. Kincannon'.

Charles Louis Kincannon

Enclosures

U S C E N S U S B U R E A U

Helping You Make Informed Decisions

WWW.CENSUS.GOV

*Please read the general instructions  
on the back of this page before  
completing the enclosed survey.*

CURRENT INDUSTRIAL REPORTS SERIES



FROM THE DIRECTOR  
U.S. CENSUS BUREAU

Please complete and return the enclosed monthly Current Industrial Reports survey form within 10 days. The Current Industrial Reports yield statistics that businesses, trade associations, Government agencies, and others use intensively. These data can help your business to:

- Assess industry and economic trends
- Plan production
- Develop new products and markets

Each month your company will receive a form for reporting the previous month's data. Federal law (Title 13, United States Code) requires your response to this request. The same law requires us to keep the information you report strictly confidential.

We realize your time is valuable and compiling these data is not always easy. However, reasonable estimates are acceptable, if book figures are not available. Please consult with your marketing manager and engineers and use the "Remarks" section to provide any needed explanations when completing your form.

If you have any questions, need assistance, or would like survey results, please call our toll-free number on 1-800-201-4647. If you need additional survey forms, please call our processing office staff on 812-218-3331.

Thank you for your cooperation.

Sincerely,

Charles Louis Kincannon

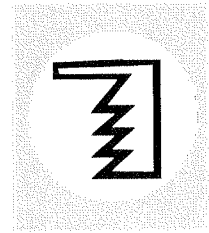
Enclosures

*Please read the general instructions  
on the back of this page before  
completing the enclosed survey.*

U S C E N S U S B U R E A U

*Helping You Make Informed Decisions*

[www.census.gov](http://www.census.gov)



## CURRENT INDUSTRIAL REPORTS SERIES

FROM THE DIRECTOR  
U.S. CENSUS BUREAU

Please complete and return the enclosed annual Current Industrial Reports survey form within 30 days. The Current Industrial Reports yield statistics that businesses, trade associations, Government agencies, and others use intensively. These data can help your business to:

- Assess industry and economic trends
- Plan production
- Develop new products and markets

We enclose instructions for completing this survey form. Although your response is voluntary, we need your participation to assure the quality of the survey results. Federal law (Title 13, United States Code) requires us to keep your report strictly confidential.

We realize your time is valuable and compiling these data is not always easy. However, reasonable estimates are acceptable, if book figures are not available. Please consult with your marketing manager and engineers and use the "Remarks" section to provide any needed explanations when completing your form.

If you have any questions, need assistance, or would like survey results, please call our toll-free number at 1-800-201-4647. If you need additional time or survey forms, please call our processing office staff on 812-218-3331.

Thank you for your cooperation.

Sincerely,

Charles Louis Kincannon

Enclosures

***Please read the general instructions  
on the back of this page before  
completing the enclosed survey.***

U S C E N S U S B U R E A U

*Helping You Make Informed Decisions*

[www.census.gov](http://www.census.gov)



CURRENT INDUSTRIAL REPORTS SERIES



FROM THE DIRECTOR  
U.S. CENSUS BUREAU

Please complete and return the enclosed annual Current Industrial Reports survey form within 30 days. The Current Industrial Reports yield statistics that businesses, trade associations, Government agencies, and others use intensively. These data can help your business to:

- Assess industry and economic trends
- Plan production
- Develop new products and markets

We enclose instructions for completing this survey form. Federal law (Title 13, United States Code) requires your response to this request. The same law requires us to keep the information you report strictly confidential.

We realize your time is valuable and compiling these data is not always easy. However, reasonable estimates are acceptable, if book figures are not available. Please consult with your marketing manager and engineers and use the "Remarks" section to provide any needed explanations when completing your form.

If you have any questions, need assistance, or would like survey results, please call our toll-free number on 1-800-201-4647. If you need additional time or survey forms, please call our processing office staff on 812-218-3331.

Thank you for your cooperation.

Sincerely,

Charles Louis Kincannon

Enclosure

U S C E N S U S B U R E A U

*Helping You Make Informed Decisions*

[www.census.gov](http://www.census.gov)

*Please read the general instructions  
on the back of this page before  
completing the enclosed survey.*

CURRENT INDUSTRIAL REPORTS SERIES



FROM THE DIRECTOR  
U.S. CENSUS BUREAU

Please complete and return the enclosed monthly Current Industrial Reports survey form within 10 days. The Current Industrial Reports yield statistics that businesses, trade associations, Government agencies, and others use intensively. These data can help your business to:

- Assess industry and economic trends
- Plan production
- Develop new products and markets

Each month your company will receive a form for reporting the previous month's data. Although your response is voluntary, we need your participation to assure the quality of the survey results. Federal law (Title 13, United States Code) requires us to keep the information you report strictly confidential.

We realize your time is valuable and compiling these data is not always easy. However, reasonable estimates are acceptable, if book figures are not available. Please consult with your marketing manager and engineers and use the "Remarks" section to provide any needed explanations when completing your form.

If you have any questions, need assistance, or would like survey results, please call our toll-free number on 1-800-201-4647. If you need additional survey forms, please call our processing office staff on 812-218-3331.

Thank you for your cooperation.

Sincerely,

A handwritten signature in cursive script, appearing to read "C. Kincannon".

Charles Louis Kincannon

Enclosure

U S C E N S U S B U R E A U

*Helping You Make Informed Decisions*

[www.census.gov](http://www.census.gov)

*Please read the general instructions  
on the back of this page before  
completing the enclosed survey.*

CURRENT INDUSTRIAL REPORTS SERIES



FROM THE DIRECTOR  
U.S. CENSUS BUREAU

Please complete and return the enclosed quarterly Current Industrial Reports survey form within 15 days. The Current Industrial Reports yield statistics that businesses, trade associations, Government agencies and others use intensively. These data can help your business to:

- Assess industry and economic trends
- Plan production
- Develop new products and markets

Each quarter your company will receive a form for reporting the previous quarter's data. Although your response is voluntary, we need your participation to assure the quality of the survey results. Federal law (Title 13, United States Code) requires us to keep the information you report strictly confidential.

We realize your time is valuable and compiling these data is not always easy. However, reasonable estimates are acceptable, if book figures are not available. Please consult with your marketing manager and engineers and use the "Remarks" section to provide any needed explanations when completing your form.

If you have any questions, need assistance, or would like survey results, please call our toll-free number on 1-800-201-4647. If you need additional survey forms, please call our processing office staff on 812-218-3331.

Thank you for your cooperation.

Sincerely,

A handwritten signature in black ink, appearing to read "Charles Louis Kincannon". The signature is fluid and cursive.

Charles Louis Kincannon

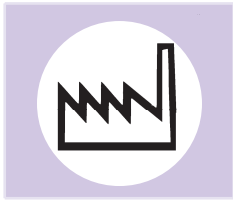
Enclosure

U S C E N S U S B U R E A U

Helping You Make Informed Decisions

[www.census.gov](http://www.census.gov)

*Please read the general instructions  
on the back of this page before  
completing the enclosed survey.*



## **CURRENT INDUSTRIAL REPORTS SERIES**

FROM THE DIRECTOR  
U.S. CENSUS BUREAU

Please complete and return the enclosed quarterly Current Industrial Reports survey form within 15 days. The Current Industrial Reports yield statistics that businesses, trade associations, Government agencies, and others use intensively. These data can help your business to:

- Assess industry and economic trends
- Plan production
- Develop new products and markets

Each quarter your company will receive a form for reporting the previous quarter's data. Federal law (Title 13, United States Code) requires your response to this request. This same law requires us to keep the information you report strictly confidential.

We realize your time is valuable and compiling these data is not always easy. However, reasonable estimates are acceptable, if book figures are not available. Please consult with your marketing manager and engineers and use the "Remarks" section to provide any needed explanations when completing your form.

If you have any questions, need assistance, or would like survey results, please call our toll-free number on 1-800-201-4647. If you need additional survey forms, please call our processing office staff on 812-218-3331.

Thank you for your cooperation.

Sincerely,

A handwritten signature in black ink, appearing to read "C. Kincannon".

Charles Louis Kincannon

Enclosure

**U S C E N S U S B U R E A U**

*Helping You Make Informed Decisions*

[www.census.gov](http://www.census.gov)

***Please read the general instructions  
on the back of this page before  
completing the enclosed survey.***