

Your **2008 Report of Organization**, Form NC-99001, is enclosed.

This survey is used to update the Census Bureau's list of businesses and provides key source data for County Business Patterns and other statistical series. Businesses use the data for analyzing markets, developing sales and advertising programs, setting sales quotas, and determining site locations. Government agencies use the data for regional analysis and economic planning.

**Please complete and return the enclosed form within 30 days after receipt.** See the reverse side of this letter for general instructions. You may use reasonable estimates if book figures are not readily available.

Title 13, United States Code, **requires your response** to this inquiry and guarantees that your response is confidential and will be used only for statistical purposes.

You may complete your questionnaire electronically. Use our help site, [www.census.gov/econhelp](http://www.census.gov/econhelp), to download software, to find answers to your questions, and to request a variety of services. If you need additional assistance, call our customer help line **(1-800-233-6136)** or the telephone number listed on your questionnaire, Monday to Friday, 7:30 a.m. to 4:00 p.m. Eastern time.

Thank you in advance for your cooperation.

Sincerely,

C. Harvey Monk, Jr.  
Assistant Director for Economic Programs  
U.S. Census Bureau

Enclosures

Please reply to: U.S. Census Bureau, 1201 East 10<sup>th</sup> Street, Jeffersonville, IN 47132-0001