

[Date]

Dear Producer:

Each year, USDA's National Agricultural Statistics Service (NASS) gathers information on the resource management practices of farmers and ranchers via the Agricultural Resource Management Survey (ARMS). Many federal policy and programs that affect U.S. farmers and farm families are based on this information. The ARMS data is also heavily relied upon during decision-making about the assistance programs for producers.

NASS is currently collecting data that will help determine which operations will participate in the 2011 survey. Your response is important. By taking a few minutes to respond, you will help ensure that [State] farms are accurately represented.

[Insert option 1 (mail surveys) or 2 (phone surveys)]

Option (1)

**Please complete and return the enclosed form.** For your convenience, you can also follow the enclosed instructions for using our secure online response system. Be assured that your response will be kept completely confidential, as required by federal law.

Option (2)

**Between May and July a NASS representative will contact you to ask a few short questions.** Be assured that your response will be kept completely confidential, as required by federal law.

Thank you in advance for your support of our programs and [State] agriculture.

Sincerely,

[Director's Name]

Director, [State] Field Office  
U.S. Department of Agriculture  
National Agricultural Statistics Service

Enclosure(s)