

[Date], 2011

Dear Producer:

In [month] you should have received a copy of the Agricultural Resource Management Survey (ARMS). To help fill out the survey, I am planning to visit with you on _____ at _____. The survey should not take more than 2 hours to complete. If you would like to reschedule our appointment, please call _____.

Conducted by the U.S. Department of Agriculture's National Agricultural Statistics Service (NASS), ARMS gives you the opportunity to provide real-world data that will help shape the policies, programs and issues that affect farming in [state].

As a helpful tip, completing the survey will go more smoothly if you have the following materials on hand:

- Settlement sheets that include:
 - Number of animals processed
 - Price received per head
- Financial records such as:
 - Receipts
 - Schedule 1040F (Profit and Loss From Farming)

Be assured that your responses to ARMS will be kept ***strictly confidential***, as required by federal law. NASS safeguards the privacy of all respondents, ensuring that no individual operation or producer can be identified.

Your participation in ARMS is greatly appreciated. By responding to this survey you ensure that decisions affecting you, your family, your business, and your community are based on the facts, straight from the source.

Sincerely,

[Enumerator's Name]