



UNITED STATES INTERNATIONAL TRADE COMMISSION

WASHINGTON, DC 20436

[Barcode]

[DATE]

[Company name]

[Address line 1]

[Address line 2]

[City], [State] [Zip code]

Dear Sir or Madam:

The U.S. International Trade Commission (the Commission) is preparing a report at the request of the United States Trade Representative (USTR). The report will provide an overview of the U.S. remanufactured goods industries and markets, estimate U.S. and global trade in remanufactured goods, and examine factors affecting trends in remanufactured goods trade. The USTR has requested that the Commission collect primary data through a survey of enterprises engaged in remanufacturing activities in preparation for the report.

We have identified your firm as being a valuable respondent to this mandatory questionnaire. Questionnaire data used in the Commission's report will be aggregated and will not be published in a manner that will identify the individual operations or responses of any one organization. The Commission regularly handles confidential business information and has developed procedures designed to safeguard the confidentiality of questionnaire responses.

The USTR requested that the Commission prepare this report in a letter dated June 28, 2011 (see copy enclosed) pursuant to section 332(g) of the Tariff Act of 1930 (19 U.S.C. 1332(g)). The Commission instituted investigation No. 332-525, *Remanufactured Goods: An Overview of the U.S. and Global Industries, Markets, and Trade*, to collect the necessary information and prepare the report. The Commission will submit its report to the USTR on October 28, 2012, and the USTR has indicated it intends to make the report available to the public soon thereafter.

The questionnaire can be found on the Commission's website at: <http://www.usitc.gov/documents/usitc-reman.pdf>

To complete the questionnaire, please download the Adobe form-fillable PDF of the questionnaire from the above website, open the PDF, and read the completion and submission instructions carefully.

A response to the questionnaire is mandatory and failure to do so may result in the issuance of a subpoena order to furnish the requested information. Please return the completed questionnaire by [DATE].

If you cannot access this website or need any other assistance, please contact the project leaders:

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Thank you in advance for your assistance with this important study.

Sincerely,

/s/

Karen Laney
Acting Director, Office of Operations