

**Attachment A**

**2012 Economic Census of Island Areas**

**Puerto Rico, the U.S. Virgin Islands, Guam,  
Commonwealth of the Northern Mariana Islands, and American Samoa**

**2012 Economic Census Sample Cover Letter**

**EC-G-LX(XXX)**  
**(2012)**



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

FROM THE DIRECTOR  
U.S. CENSUS BUREAU

Your 2012 Economic Census report form is enclosed.

The Economic Census is essential to business and government decision making. It is the major source of facts about the structure and functioning of the economy and the foundation for most measures of economic performance. Conducted every 5 years, the Economic Census uses information about your business and others to provide reliable data for your industry and geographic area.

**Please complete and return your census form by February 12, 2013.**

You may use reasonable estimates if book figures are not readily available. Title 13, United States Code, **requires your response** to the Economic Census and guarantees that your response is confidential and will be used only for statistical purposes.

We are ready to help you complete the Economic Census:

- **You can use our help site**,  [<www.census.gov/econhelp>](http://www.census.gov/econhelp), *to get answers to your questions about the census and to request a variety of services. The site also shows how to use census data and provides links to previous census results.*
- *If you cannot find an answer on the Internet, **our customer help line** (X-XXX-XXX-XXXX) is available Monday to Friday, 8:00 a.m. to X:00 p.m. Eastern time.*
- *If the **help line** hours are not convenient, please call anytime and leave a message. An operator will return your call the next business day during local business hours.*

*Thank you in advance for your cooperation.*

*Sincerely,*

*Enclosure*

Learn more about the Economic Census on the Web:  [<www.census.gov/econhelp>](http://www.census.gov/econhelp).

*Please reply to: US Census Bureau, Attention: Island Areas, 1201 East Tenth Street,  
Jeffersonville, IN 47134-0001*