

<Date>

<PREFIX><FIRST NAME MI><LAST NAME, SUFF>

<TITLE>

Address1

Address2

City, State, Zipcode

Dear <SALUTATION><LAST NAME>

The U.S. Census Bureau is preparing to update its information regarding both congressional district and state legislative district plans in our geographic database. We routinely collect updates and produce data products reflecting the boundaries of these areas. Our current congressional district plans are those that represent the 114th Congress. Our current state legislative district plans are those that represent the areas provided after the 2010 Census for the 2014 election cycle. We are requesting you notify us of any change to these two important geographic areas, and if no change, to confirm that there is no change.

If there has been a change to your plans for the 115th Congress or to the state legislative district plans submitted in 2014 as part of Phase 4 of the 2010 Census Redistricting Data Program, please complete the enclosed form and return it to our attention via fax at (301) 763-4348.

If you notify our office of a pending change, we will contact you to discuss formats for data exchange.

We look forward to hearing from you at your earliest convenience. If you have any questions regarding this request, please contact James Whitehorne, Chief of the Census Redistricting & Voting Rights Data Office. We can be reached at 301-763-4039.

Sincerely,

James Whitehorne
Chief - Census Redistricting & Voting Rights Data Office
U.S. Census Bureau

Enclosure