

**C-404-L1  
(12-2012)**



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

Dear Permit Official:

*"The Census Bureau's economic surveys are indispensable to understanding America's economy. They ensure the accuracy of the statistics we rely on for economic policy and for successful business planning. Participating in the monthly survey helps us all."*  
 – Ben Bernanke, Chairman,  
 Board of Governors of the  
 Federal Reserve System

Toll Free FAX Number  
 1-877-273-9501

Toll Free Telephone Number  
 1-800-845-8244

Respondent FAQ web site:  
[www.census.gov/permitsfaq](http://www.census.gov/permitsfaq)

Visit our web site at:  
[www.census.gov/mcd](http://www.census.gov/mcd)

The U.S. Census Bureau requests your participation in the Building Permits Survey. The enclosed Form C-404, "Report of Building or Zoning Permits Issued for New Privately-Owned Housing Units," requests summary information on residential building or zoning permits issued by your office during calendar year 2012. Electronic reporting is available, or you may continue to mail or fax this information by the date shown at the top of the form. The United States Code, Title 13, authorizes this survey, provides for voluntary responses, and provides an exception to confidentiality for public records.

If your office has changed status, such as no longer requiring permits or having merged with another office, please select the appropriate change on the "Geographic Coverage" screen if reporting electronically, or check the appropriate box in Section 2 of Form C-404 and provide requested information adjacent to the box selected.

The information you supply is extremely important. It allows us to produce estimates of construction of new housing units, the largest component of the construction industry. We also use your data to produce population estimates at the local government level. The population estimates are used by government agencies to allocate funding and other resources to your local area and for various planning purposes. Data users rely on your detailed geographic data to monitor growth and develop production and marketing strategies.

If you have any questions, please refer to the instructions on the back of the form or call the Residential Construction Branch on 800-845-8244. Thank you in advance for your participation in this voluntary survey.

Sincerely,

Mendel D. Gayle  
 Chief, Manufacturing and Construction Division  
 U.S. Census Bureau

Enclosures

**C-404-L2  
(12-2012)**



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

Dear Permit Official:

We are compiling an annual summary of housing units authorized by building or zoning permits from the Building Permits Survey for 2012. Our records indicate that we have not received the Form C-404, "Report of Building or Zoning Permits Issued for New Privately-Owned Housing Units," from your office for five or more months in 2012.

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 Federal Reserve System

To assist us in compiling accurate annual statistics, we are requesting that you summarize all new residential building or zoning permits issued by your office during calendar year 2012. Electronic reporting is available, or you may continue to mail or fax this information by the date shown at the top of the form. The United States Code, Title 13, authorizes this survey, provides for voluntary responses, and provides an exception to confidentiality for public records.

Toll Free FAX Number  
 1-877-273-9501

If your office has changed status, such as no longer requiring permits or having merged with another office, please select the appropriate change on the "Geographic Coverage" screen if reporting electronically, or check the appropriate box in Section 2 of Form C-404 and provide requested information adjacent to the box selected.

Toll Free Telephone Number  
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If you have any questions, please refer to the instructions on the back of the form or call the Residential Construction Branch on 800-845-8244. Thank you in advance for your participation in this voluntary survey.

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Sincerely,

Mendel D. Gayle  
 Chief, Manufacturing and Construction Division  
 U.S. Census Bureau

Enclosures

**C-404-L3  
(12-2012)**



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

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Thank you for the information your office provided on residential construction authorized by building or zoning permits during 2012. We are compiling an annual summary for 2012 and our records indicate that we have not received the Form C-404, "Report of Building or Zoning Permits Issued for New Privately-Owned Housing Units," from your office for the month indicated on the enclosed form(s).

To assist us in compiling accurate annual statistics, please mail or fax this information by the date shown at the top of the form(s), or if you prefer, electronic reporting is available for your convenience. The United States Code, Title 13, authorizes this survey, provides for voluntary responses, and provides an exception to confidentiality for public records.

If your office has changed status, such as no longer requiring permits or having merged with another office, please select the appropriate change on the "Geographic Coverage" screen if reporting electronically, or check the appropriate box in Section 2 of Form C-404 and provide requested information adjacent to the box selected.

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Mendel D. Gayle  
 Chief, Manufacturing and Construction Division  
 U.S. Census Bureau

Enclosures

**C-404-L4  
(12-2012)**



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

Dear Permit Official:

Earlier this year, we mailed a survey Form C-404, "Report of Building or Zoning Permits Issued for New Privately-Owned Housing Units," to your municipality. At the time of this mailing, we had not yet received your reply. We need your data to complete our statistics on new residential housing units authorized by building permits for the 2012 calendar year.

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 Federal Reserve System

We are enclosing another form in case the one sent previously did not reach you. Electronic reporting is available, or you may continue to mail or fax this information by the date shown at the top of the form. The United States Code, Title 13, authorizes this survey, provides for voluntary responses, and provides an exception to confidentiality for public records.

If your office has changed status, such as no longer requiring permits or having merged with another office, please select the appropriate change on the "Geographic Coverage" screen if reporting electronically, or check the appropriate box in Section 2 of Form C-404 and provide requested information adjacent to the box selected.

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