

C-404-L4
(10-2015)

FROM THE DIRECTOR
U.S. CENSUS BUREAU

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 2015 calendar year.

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. Title 13, United States Code, Sections 131 and 182, authorizes this survey and provides for voluntary responses. Title 13, United States Code, Section 9(b) provides an exception from rules of confidentiality for data that are customarily provided in 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,

John H. Thompson
Director

Enclosures

Toll Free FAX Number
1-877-273-9501

Toll Free Telephone
Number 1-800-845-8244

Respondent FAQ web site:
www.census.gov/permitsfaq