



Department of Energy

Washington, DC 20585

[insert date]

Dear [Respondent],

The U.S. Energy Information Administration (EIA) is considering modifying Forms EIA-782A and EIA-782C and is interested in speaking with you or someone from your company about these survey forms. EIA is considering collapsing distillate product categories on Forms EIA-782A and EIA-782C and collecting more detailed information on gasoline blending. We seek to understand how these proposed changes may affect the reporting burden for these forms and how respondents interpret survey instructions for reporting the destination state for sales of petroleum products, and bonded kerosene-type jet fuel. Participation in this research is voluntary. The interview will last half an hour.

Your input will help EIA improve these surveys by better understanding how respondents determine and report sales information on refined petroleum products. If you are not the best person to provide this feedback, please forward this letter/e-mail to the best person in your organization. Your responses will be protected as confidential information. Any results from this study will not include information that can be used to identify you or anyone in your company. If you or another person(s) in your office would like to participate in this research project, contact Brian Hewitt (202) 586-5045, email: Brian.Hewitt@eia.gov and we will schedule a convenient date and time for a brief interview.

Sincerely yours,

Nanda Srinivasan, Director
Office of Survey Development and Statistical Integration
U.S. Energy Information Administration
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Washington DC 20585

