**PPI Thank You Template - Switch to Web Reporting**

Subject: Letter of Appreciation and a Follow-Up from the Bureau of Labor Statistics (BLS)

Dear [Respondent’s Name],

**Thank you for your help!**

Thank you for continuing to provide data for the Producer Price Index (PPI). As a participant in this important program, you contribute to the vital statistics required to analyze the economy and improve decision making for the public and private sectors.

**What happens next?**

As part of your transition to Web reporting, you will receive two emails from PPI.Web@bls.gov asking you to create an account in our secure Web-reporting system. After new items are added, you will update a combination of new and old items until the old items are phased out. For assistance, please contact PPI.Web@bls.gov.

**Want to learn more?**

* Additional information about your role as a participant: [www.bls.gov/respondents/ppi](http://www.bls.gov/respondents/ppi)
* Statistics related to your area: [www.bls.gov/regions/home.htm](http://www.bls.gov/regions/home.htm)
* Other general information about BLS: [www.bls.gov](http://www.bls.gov)

Thanks again for your help. If you have any questions, feel free to contact me.

Best regards,

FE Name

FE Title

FE Phone Number



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