



**Attachment 4**

**DUE DATE REMINDER**

Recently, the U.S. Census Bureau mailed you a letter asking you to complete the **2017 Annual Retail Trade Report**. If you have submitted your survey in the past few weeks, **thank you**. If you have not yet reported, please do so before the due date noted below.

**Website:**

**Authentication Code:**

**Due Date:**

1. **Sign in OR register** at the website above.
2. **Add** your authentication code.
3. **Report** by clicking on "REPORT NOW." You can return to your account over multiple sessions to complete.

**Thank you** in advance for your time and cooperation, and for helping the U.S. Census Bureau measure America's people, places, and economy. Your response makes a difference.

Sincerely,

Kimberly P. Moore  
Chief, Economy-Wide Statistics Division  
U.S. Census Bureau