

**C-404-L4  
(12-2017)**



**UNITED STATES DEPARTMENT OF COMMERCE  
Economics and Statistics Administration  
U.S. Census Bureau**

Washington, DC 20233-0001  
OFFICE OF THE DIRECTOR

A message from the Director, U.S. Census Bureau

We are requesting your cooperation with the Form C-404, "Report of Building or Zoning Permits Issued for New Privately-Owned Housing Units." Earlier this year, we mailed this form to your municipality. At the time of this mailing, we had not yet received your reply. We need your summary data to complete our statistics on the number and valuation of residential housing units authorized by building or zoning permits for the 2017 calendar year. We are enclosing another form in case the one sent previously did not reach you.

Toll Free FAX Number  
1-877-273-9501

If your office has changed status, such as no longer requiring permits or if your office has merged with another office, please select the appropriate change and provide the requested information.

This survey produces 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. Therefore, your cooperation in this survey is especially important.

Toll Free Telephone Number  
1-800-845-8244

We estimate this survey to take an average of 8 minutes to complete for those that report monthly and 23 minutes to complete for those that report annually, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Information about the authority, confidentiality, and burden of this data collection can be found on the back of the form.

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

For assistance with completing this survey, please call the Residential Construction Branch at 1-800-845-8244, Monday through Friday, 8:00 a.m. to 5:00 p.m. Eastern time.

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.

Enclosures