

BAS-YesChangeResponse-Email Template

Subject: BASYYYY Digital Submission Information <BAS_ID>

<<Date>>

BAS ID: <<BASID>>, <<ENTITY_NAME>><<ENTITY_LSAD_PUB_NAME>>

The U.S. Census Bureau (Census Bureau) received your response to the Boundary and Annexation Survey (BAS) indicating that your government has boundary changes to report.

Action Steps

- (1) Report boundary changes to the Census Bureau - On the BAS website you will find detailed information on how to respond to the BAS digitally, or using paper maps. There you will find respondent guidelines, the Geographic Update Partnership Software (GUPS), partnership shapefiles, paper maps, previous annexation data, and other important documentation.
- (2) Obtain a Secure Web Incoming Module (SWIM) registration token - All governments responding digitally must use SWIM. This token will be provided in a separate email. Paper participants or those with an existing SWIM account will not receive a registration token.

[Click here to go to the BAS website](#)

Note: Please respond to the BAS with a "NO" response if, after reviewing your government's boundaries, you determine that there is no boundary changes to report. By responding "NO", we are able to confirm that your government has received and reviewed the BAS. If you do not respond with boundary changes or a "NO" response, we will contact your government to confirm your boundary change status.

KEY DATES

January 1, 2018 All boundary changes must be legally in effect on or before this date to be reported in the 2018 BAS.

March 1, 2018 BAS boundary updates submitted by this date will be reflected in the American Community Survey (ACS) and Population Estimates Program (PEP) published data and in next year's BAS materials.

May 31, 2018 BAS boundary updates submitted by this date will be reflected in next year's BAS materials.

CONTACT INFORMATION

Email: geo.bas@census.gov

Phone: 1-800-972-5651

Website: <https://www.census.gov/programs-surveys/bas.html>

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Thank you for your participation in the BAS.