

From: JOLTS_DCC
Sent: <DATE>
To: RESPONDENT_EMAIL_ADDRESS
Subject: 999999999: DO NOT REPLY - Please submit your <MONTH YEAR> data via EMAIL by <MONTH DAY, YEAR>.

Dear <RESPONDENT>,

Thank you for your previously provided Job Openings and Labor Turnover Reports (JOLTS) Data.

This email is applicable for unit(s) - 999999999.

Please report your JOLTS data for <MONTH YEAR> via EMAIL.
Please disregard this reminder if you have already reported your data.

If you have any questions or need a new report form, call <INTERVIEWER> at toll free 1-800-341-4620 extension <999> or email us at JOLTS_DCC@BLS.GOV.

<< REMINDER==>> SEND YOUR DATA TO JOLTS_DCC@BLS.GOV >>

MONTH: <MONTH YYYY>
TOTAL EMPLOYMENT:

JOB OPENINGS:

HIRES:

QUITS:

LAYOFFS:

OTHER SEPARATIONS:

TOTAL SEPARATIONS:

Thanks again.
Michelle Kilgore
JOLTS Data Collection Center, Manager
1-800-341-4620
JOLTS_DCC@BLS.GOV

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