

## BAS- Non-Response Email Template

**Subject: BAS17 Upcoming Deadline March 1, 2018 NR <BAS\_ID>**

The U.S. Census Bureau (Census Bureau) is sending this email to alert you that your government has not yet responded to the Boundary and Annexation Survey (BAS). As a reminder, we sent an email and follow up letter asking whether your government had any boundary updates and/or changes to the government contact that we have on file. You still have time to participate in the 2018 BAS.

### Action Step:

- (1) Respond to the 2018 BAS – On the BAS website, you will find step-by-step instructions on how to respond to the 2018 BAS.
- (2) The Census Bureau is offering informational BAS webinars and workshops. For more information, please visit the Events page on the website linked below.

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

*NOTE: Please respond to the BAS with a “NO” response if you have no boundary changes, annexations, or contact updates to report for your government. By responding “NO”, we are able to confirm that your government has received and reviewed the BAS. If you do not respond, 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](mailto:geo.bas@census.gov)

Phone: 1-800-972-5651

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

Thank you for your participation in the BAS.