

**Email: BAS 3L <<overprinting>> and Text- County and State Consolidations**

**Subject: YYYY Boundary and Annexation Survey - CBAS <BAS\_ID>**

<DATE>

"BAS ID:" <BAS\_ID> <ENTITY\_NAME> <ENTITY\_LSAD\_PUB\_NAME>  
<HEO\_NAME>  
<HEO\_POSITION>  
<HEO\_DEPT\_NAME>  
<HEO\_MAILING\_ADDRESS> <HEO\_CITY\_STATE\_ZIP>

The U.S. Census Bureau (Census Bureau) is now conducting the 2018 Boundary and Annexation Survey (BAS). The Census Bureau and your state or county BAS representative are collaborating to consolidate responses to the BAS. The representative has agreed to report all boundary updates, legal name changes, and governmental status updates to the Census Bureau. Please confirm your entity's BAS and Highest Elected Official (HEO) contact information is correct using the website link below, and work with your state or county BAS contact to ensure all boundary changes for your government are reported by your representative.

We strongly encourage your participation in the 2018 BAS for the following reasons:

- Boundary updates complete the Census Bureau's geographic framework for data collection, tabulation, and dissemination, and are vital to the success of the 2020 Census, the American Community Survey (ACS), Population Estimates Program (PEP), and many other censuses and surveys.
- The federal government allocates more than \$675 billion in federal funds annually for health, welfare, infrastructure, education, and other federal programs and services.
- Responding to the 2018 BAS ensures your local government receives the funds for which it is entitled and has the best data available for its decision-making processes.

Action Step:

- (1) Click on the website link below
- (2) Confirm and update your contact information and the contact information for your government's HEO by filling out the annual response form online or through email.

[Click here to go to the Contact Update Form](#)

*NOTE: Because your government participates in a consolidated BAS agreement, the Census Bureau will not provide you with additional BAS materials.*

### **CONTACT INFORMATION**

Questions for your consolidated BAS representative can be directed to:

"Name:" <BAS\_NAME>  
"Position:" <BAS\_POSITION>  
"Department:" <BAS\_DEPT\_NAME>  
"Mailing Address:" <BAS\_MAILING ADDRESS>  
"City, State, Zip, Zip+4:" < BAS\_CITY\_STATE\_ZIP>

"Phone:" <BAS\_PHONE>

"Fax:" <BAS\_FAX>

"Email:" <BAS\_EMAIL>

General BAS questions can be directed to:

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.