

**A Message from the Director, U.S. Census Bureau:**

Thank you for your continued participation in the **Monthly Wholesale Trade Survey**. The U.S. Census Bureau's mission is to serve as the leading source of quality data about the nation's people and economy. This survey produces one of the Census Bureau's many important economic measurements. Data from this survey provide business leaders and policymakers with an up-to-date picture of the nation's economic condition, and are a key element in estimating the quarterly Gross Domestic Product (GDP).

Please use the enclosed form as a worksheet prior to reporting online. Website and login information can be found on the front page of the form. Online reporting is easy, reduces costs, and decreases processing times. You may elect to return the completed form in the enclosed envelope instead of responding online. If you prefer to be contacted by email instead of mail, please update your preference in our online reporting instrument or contact a Census Bureau representative at the number below.

After reporting, we invite you to browse through the wealth of data available through the Census Bureau's website. Start by viewing this survey's results at: <https://www.census.gov/wholesale>.

YOUR RESPONSE WILL BE KEPT STRICTLY CONFIDENTIAL. We estimate this survey will take an average of 7 minutes to complete. Additional information about the authority, confidentiality, and burden of this data collection can be found on the back of this letter.

For assistance with completing this survey, please call our customer help line at 1-800-772-7852, Monday through Friday, 8:30 a.m. to 4:30 p.m. Eastern time.

Thank you in advance for your time and participation, and for helping the U.S. Census Bureau measure America's people, places, and economy.

Sincerely,

Steven D. Dillingham
Director

Enclosures

MWTS-L1F(D)

(12-23-2019)

OMB Number

This collection has been approved by the Office of Management and Budget (OMB). The eight-digit OMB approval number is 0607-0190 and appears in the top right corner of the paper survey form or each online reporting screen. Without this approval, we could not conduct this survey.

Authority and Confidentiality

Title 13, United States Code, Sections 131 and 182, authorizes the U.S. Census Bureau to conduct this collection and to request your voluntary assistance. The Census Bureau is required by Section 9 of the same law to keep your information confidential and use your responses only to produce statistics. The Census Bureau is not permitted to publicly release your responses in a way that could identify your business, organization, or institution. Per the Federal Cybersecurity Enhancement Act of 2015, your data are protected from cybersecurity risks through screening of the systems that transmit your data.

Burden Estimate Statement

We estimate the Monthly Wholesale Trade Survey will take an average of 7 minutes to complete, including the time to review instructions, search existing data sources, gather and maintain the data needed, and complete and review the survey.

MWTS-F1(D)
(12-23-2019)



UNITED STATES DEPARTMENT OF COMMERCE
U.S. Census Bureau
Washington, DC 20233-0001

ONLINE REPORTING NOW OPEN

Thank you for choosing to report online for the **Monthly Wholesale Trade Survey**. This survey is expected to take approximately 7 minutes to complete, and your timely response is greatly appreciated. Please report by the due date indicated, using the information below:

Reporting Period:

Website:

User ID:

Password:

Due Date:

NOTICE: Due to the increasing cost of maintaining our facsimile system, we will no longer be able to send notifications via fax for the Monthly Wholesale Trade Survey in upcoming months. Please update your contact preference in our online reporting tool or by contacting a Census Bureau representative at the number below. Note that email is the most effective way to receive notifications from us. If you do not update your preference, your default method of contact will be changing from fax to mail in the coming months.

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For assistance with completing this survey or if you have any questions, please call our customer help line at 1-800-772-7852, Monday through Friday, 8:30 a.m. to 4:30 p.m. Eastern time.

Thank you in advance for your time and participation, and for helping the U.S. Census Bureau measure America's people, places, and economy.

Sincerely,

A handwritten signature in black ink that reads "Stephanie L. Studds".

Stephanie L. Studds
Chief, Economic Indicators Division
U.S. Census Bureau

MWTS-F1(D)

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The information contained in this facsimile is privileged and/or confidential information and intended only for the use of the individual or entity named. If the reader of this message is not the intended recipient, or the employers or agency responsible to deliver to the intended recipient, you are hereby notified that any dissemination, distribution, or copying of this communication is strictly prohibited. If you receive this transmittal in error, or did not receive a complete transmission, please immediately notify the sender by telephone at 1-800-327-4389 (select option 3) between 8:30 a.m. and 4:30 p.m. Eastern time.