

Dear EIA-8A Respondent:

The U.S. Energy Information Administration (EIA) is conducting the EIA-8A, "*Annual Survey of Coal Stocks and Coal Exports*." It is essential for you to respond to this survey by April 1 in order for EIA to prepare accurate and timely reports.

Please log into the U.S. Energy Information Administration Data xChange Community Portal to access the campaign and submit your data. The campaign can be accessed from the U.S. Energy Information Administration Data xChange Community Portal Home or Campaign tab.

The data collected from Form EIA-8A is used to collect basis statistics concerning coal stocks and coal exports. These data appear in Annual Coal Report, the Quarterly Coal Report, and the Monthly Energy Review. In addition, the U.S. Energy Information Administration uses the data in short-term and long-term models such as the Short-Term Integrated Forecasting System (STIFS) and the National energy Modeling System (NEMS) Coal Market Module. The forecast data also appear in the Short-Term Energy Outlook and the Annual Energy Outlook publications.

Response to this survey is **mandatory** and required pursuant to 15 U.S.C., Sections 764(b), 772(b) and 790a of the Federal Energy Administration Act of 1974. Your company's mandatory participation will continue into the future unless this company owns stocks less than 10,000 short tons of coal originating in the United States on December 31st of the reporting year and does not export any coal originated in the United States during the reporting year. EIA estimates that the average reporting burden for this survey is 1 hour per response. For Form EIA-8A, the information reported will be protected and not disclosed to the public to the extent that it satisfies the criteria for exemption under the Freedom of Information Act (FOIA), 5 U.S.C. §552, the DOE regulations, 10 C.F.R. §1004.11, implementing the FOIA, and the Trade Secrets Act, 18 U.S.C. §1905.

Please keep a copy of your survey responses for your records. If you have any questions, or need assistance in responding to this survey, please contact the U.S. Energy Information Administration Customer Team via e-mail at EIA4USA@eia.gov, or call 1-855-EIA4USA (1-855-342-4872) Monday through Friday, 8:00 AM – 6:00 PM ET. Again, thank you for your cooperation in responding to this survey request so that EIA can provide timely and accurate information.

Sincerely,

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U.S. Energy Information Administration