Commodity Flow Survey Respondent Login/Welcome Screen

OMB No.: 0607-0932 OMB Expiration Date: XX/XX/XXXX



2022 Commodity Flow Survey



Log out

Welcome to the 2022 Commodity Flow Survey The due date for the 2022 Commodity Flow Survey is **May 10, 2022**.

YOUR RESPONSE IS REQUIRED BY LAW. Title 13 United States Code (U.S.C.), Sections 8(b), 131, and 193; and Title 49 U.S.C., Section 6302 authorize this collection. Sections 224 and 225 of Title 13 U.S.C. require your response. The U.S. 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 law also provides that copies of your report retained in your files are immune from legal process.

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.

This collection has been approved by the Office of Managment and Budget (OMB). The eight-digit OMB approval number is 0607-0932 and appears at the upper right of this screen. Without this approval we could not conduct this survey.

Continue

Please note: For security reasons, sessions will timeout after 15 minutes of inactivity. Upon session expiration, users will then be required to log back in. No data will be lost.

U.S. Census Bureau Notice and Consent Warning

You are accessing a United States Government computer network. Any information you enter into this system is confidential. It may be used by the Census Bureau for statistical purposes and to improve the website. If you want to know more about the use of this system, and how your privacy is protected, visit our online privacy webpage at https://www.census.gov/about/policies/privacy/policy.html.

Use of this system indicates your consent to collection, monitoring, recording, and use of the information that you provide for any lawful government purpose. So that our website remains safe and available for its intended use, network traffic is monitored to identify unauthorized attempts to access, upload, change information, or otherwise cause damage to the web service. Use of the government computer network for unauthorized purposes is a violation of Federal law and can be punished with fines or imprisonment (PUBLIC LAW 99-474).

<u>Burden Statement</u>	Privacy	Accessibility	<u>Security</u>

Burden Statement

We estimate this survey will take an average of 1.5 to 2.5 hours to complete, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Factors such as company size, complexity, and activity will affect your time to complete the survey.

Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing burden to erd.cfs@census.gov. Be sure to use "ERD Survey Comments 0607-0932" as the subject.

Close

MAIN MENU

The due date for the 2022 Commodity Flow Survey is May 10, 2022

Click the "Start" button to begin reporting

You may preview the survey, by clicking the 🗾 icon in the Survey Preview column

Action	Status	Location Information	Reporting Period	Survey Preview
Start	Not Attempted	ABC Company LLC MD Bureau 4600 Silver Hill Road Suitland, MD 20746-9999	3/15/2022 - 3/22/2022	7

The letters PDF or the ¹ icon indicate a document is in the <u>Portable Document Format (PDF)</u>. To view the file you will need the <u>Adobe®</u> <u>Reader</u>, which is available for **free** from the Adobe web site.

If Company Consolidated Reporter - Reporting Method Option

REPORTING YOUR LOCATIONS

The due date for the 2022 Commodity Flow Survey is May 10, 2022

Please review your options below and choose a reporting method for this company.

xxx locations have been selected for your company

O Consolidated Spreadsheet Reporting

- Recommended if you have more than 5 locations to report for
- Download a spreadsheet template containing all selected locations of your company
- Complete and upload the template

Individual Location Reporting

- Recommended if you have 5 or less locations to report for

Answer a series of questions for each location



Save and Continue >

Consolidated Spreadsheet Reporting Option - Main Menu

MAIN MENU

The due date for the 2022 Commodity Flow Survey is May 10, 2022

Click the "Start" button to begin reporting

Action	Status	Location Information	Reporting Period	Survey Preview
Start	Not Attempted	ABC Company LLC	Varies by Location	NA

Company Reporting Individual Locations Option - Main Menu

MAIN MENU

The due date for the 2022 Commodity Flow Survey is May 10, 2022

Click the "Start" button to begin reporting You must report for each individual location listed below

You may preview the survey, by clicking the 🗾 icon in the Survey Preview column

Action	Status	Location Information	Reporting Period	Survey Preview
Start	Not Attempted	ABC Company LLC MD Bureau 4600 Silver Hill Road Suitland, MD 20746-9999	3/15/2022 - 3/22/2022	1
Start	Not Attempted	ABC Company LLC Iowa Bureau 1395 Young Circle Ames, IA 44444-1395	3/23/2022 - 3/30/2022	Υ.
Start	Not Attempted	ABC Company LLC Los Angeles CA Bureau 123 Main Street Los Angeles, CA 90210	3/1/2022 - 3/7/2022	1
Start	Not Attempted	ABC Company LLC Hawaii Bureau 777 Moscardi Pkwy Honolulu, HI 99987	3/15/2022 - 3/22/2022	1

The letters PDF or the Zi icon indicate a document is in the <u>Portable Document Format (PDF)</u>. To view the file you will need the <u>Adobe@</u> <u>Reader</u>, which is available for **free** from the Adobe web site.

Item A - Company Information - All reporters

ITEM A - COMPANY INFORMATION

Please provide/update the following information about your company.

CONTACT INFORMATION REGARDING THIS SURVEY

Name	
Title	
]
Phone Number (and extension)	

E-mail

COMPANY NAME AND MAILING ADDRESS

Company Name 1

Company Name 2

Attention

Street Address

City, town, country (if outside the U.S.)

State (select ZZ if outside the U.S	.)	Zip Code
Select state	~	

Previous

Save and Continue >

Individual Location Reporter - Item A - Shipping Location Information

ITEM A - SHIPPING LOCATION INFORMATION

Please provide/update the following information about this shipping location.

Note: All survey questions that follow are about this specific shipping location only.

Company Name 1

Company Name 2
Company Name 2
Address
City
State
Zip Code
Select state
V
Save and Continue >

Individual Location Reporter - Item B - 2021 Total Annual Value of Shipments

Shipping Location:
US CENSUS BUREAU
4600 SILVER HILL ROAD
SUITLAND, MD 20746-9999
ITEM B - 2021 TOTAL ANNUAL VALUE OF SHIPMENTS
The next question refers to the year 2021
For 2021, please estimate the total annual value of shipments originating
from this location, excluding freight charges and excise taxes.
\$.00
300
500
500
SUU
SUU
SUU
S00
SUU
s
Suu K Previous Save and Continue >

Individual Location Reporter - Item C - Operating Status

Shipping Location:	
US CENSUS BUREAU 4600 SILVER HILL ROAD SUITLAND, MD 20746-9999	
ITEM C - OPERATING STATUS	
Which of the following best describes this location's operating status during the week of 2/1/2022 - 2/7/2022 ?	
 In Operation In Operation - Sold or Acquired In Operation - No shipping activity during the reporting period This facility does not ship 	
Ceased Operation - permanently closed, out of business	
Please provide Ceased Operation Date	
A Previous Save and Continue >	

Individual Location Reporter - Item D1 - Shipments from Originating Shipping Location

Shipping Location:	
US CENSUS BUREAU	
4600 SILVER HILL ROAD SUITLAND, MD 20746-9999	
ITEM D1 - SHIPMENTS FROM ORIGINATING SHIPPING LOCATION	
We will now ask you questions about your shipments.	
This information will help us better interpret your data.	
Are you able to exclude shipments that do not originate at the shipping location above?	
⊖ Yes	
O No	
Previous Save and Continue >	

Individual Location Reporter - Item D2 - Total Number and Value of Outbound Shipments

Shipping Location:
US CENSUS BUREAU 4600 SILVER HILL ROAD SUITLAND, MD 20746-9999
ITEM D2 - TOTAL NUMBER AND VALUE OF OUTBOUND SHIPMENTS
A. What was the total number of all outbound shipments for this location during the week of $2/1/2022 - 2/7/2022$?
Number of outbound shipments
B. What was the total value of shipments during the week of 2/1/2022 - 2/7/2022, excluding freight charges and excise taxes ?
\$00
Save and Continue >
Previous Save and Continue >

Individual Location Reporter - Item E - Hazardous Materials Supplemental (Item H) Screener Question

Shipping Location:

US CENSUS BUREAU 4600 SILVER HILL ROAD SUITLAND, MD 20746-9999

ITEM E - HAZARDOUS MATERIALS SHIPMENTS

At any time during 2021, did this location ship any hazardous materials (HAZMAT)? Hazardous materials assistance (Help)

⊖ Yes

 Yes, but all shipments were excepted from Department of Transportation (DOT) packaging regulations.

🔘 No

< Previous

Save and Continue >

Consolidated Spreadsheet Reporters Only - Verify Shipping Locations Dashboard

VERIFY YOUR	SHIPPING LOC	ATIONS										
A. Are you able to Ves No	remove shipments t	hat do not originate from	the selected shipping ad	dresses?								
B. Verify each s	hipping location list	ed below using one of the	e following options:									
If you have n	nore than xx locatior	ns, we suggest you choos	se option 2.									
Option 1: Mod	ify the screen below	by updating or providing r	responses to all data fiel	ds (except Reporting Perio	d) for each shippir	ng location.						
Option 2: Down	nload, then upload a	completed location sprea	adsheet template to com	plete the survey questions	for each shipping	location.						
To add new	or missing location	ns, contact your account	t manager or send an e-	mail via the <u>Census porta</u>								
									_			
						Oownload Location readsheet Template	x	Upload Completed Templ	ate			
							x	Upload Completed Templ	ate			
porting Period	Location ID	Company Name 1	Company Name 2	Street 11			<u>ZIP</u> 11	Upload Completed Templ 2021 Total Annual Shipments	ate Operating Status	Outbound Shipment Quantity	Outbound Shipmen Value	t Location shipped HAZMAT?
	Location ID		Company Name 2	<u>Street</u> 11	Sp 🕹	readsheet Template		2021 Total				t Location shipped HAZMAT?
Porting Period Please provide the 20 5/2022 - 4/22/2022			Company Name 2 SUITLAND OFFICE	<u>Street</u> 11 4600 Silver Hill Road	Sp 🕹	readsheet Template		2021 Total				Location shipped HAZMAT? Ves Yes all alignments were excepted from Department of Transportion (D07) packargin regulations. No
Please provide the 20	021 Total Annual Shipme	ents for ID: 67A-345				readsheet Template <u>State</u> 11	<u>ZIP</u> 11	2021 Total Annual Shipments	Operating Status In Operation Operation - Sold or Acquired Operation - No shipping activity Facility does not ship	Quantity	Value	Location snipped HAZMA1? Yes Yes but all shipments were excepted from Department of Transporation (DOT) packaging regulations.

Individual Location Reporting Only - Item F1 - Shipment Reporting Options

If TOTAL_SHIPMENT_QUANTITY < = 40 (reported in Item D2.A)

r the specified report period: 2/1/2022 - 2/7/2022, select ONE option to provide your shipment data: ecause your total number of outbound shipments was [hh], the spreadsheet reporting option is recommended.						
0	Spreadsheet reporting: All of your shipments Download a spreadsheet template Complete and upload the template 					
0	Individual reporting: All of your shipments Answer a series of questions for each shipment record 					
<	Previous Save and Continue >					
lf 1	OTAL_SHIPMENT_QUANTITY > 40 (reported in Item D2.4					
/I F1	- SHIPMENT REPORTING OPTIONS					
he sp	- SHIPMENT REPORTING OPTIONS					

· Complete and upload the template

O Spreadsheet reporting: A sample of your shipments

- If you choose this option, for the specified reporting period 2/1/2022 2/7/2022, you will
 report every xx outbound shipments, in the order shipped for a total of xy
- Download a spreadsheet template
 Complete and upload the template

O Individual reporting: A sample of your shipments

- If you choose this option, for the specified reporting period 2/1/2022 2/7/2022, you will
 report every xx outbound shipments, in the order shipped for a total of xy
- · Answer a series of questions for each sample shipment record

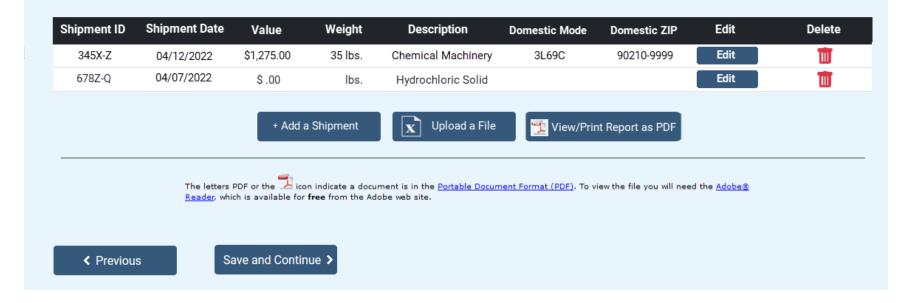
< Previous Save and Continue >

Individual Location Reporting - Item F - Shipment Characteristics Summary Dashboard

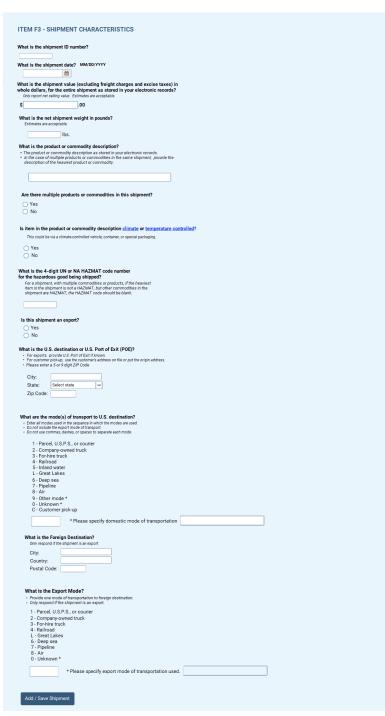
ITEM F - SHIPMENTS CHARACTERISTICS SUMMARY

Only select data columns are shown; however all data columns have been saved. When you have finished entering shipment data, click the Save and Continue button to proceed.

You must report xx shipments for the specified reporting period: 2/1/2022 - 2/7/2022.



Individual Location Reporting - Item F3 - Shipment Characteristics (displays on the dashboard, previous screen, with each additional shipment)



Consolidated and/or Individual Location Spreadsheet Reporting only

elect File to Upload			
Browse Upload File			
Filename	Date	Status	
If you would profer to create y	our own spreadsheet to upload, the columns m	uet ha titled with headers listed	
Without these exact column h	headers, our system will not be able to read the	data, (case sensitive, include under dashes).	
View all columns			
<u>View all columns</u> Print these instructions			

Item G1 - Shipment Validation Screen for Consolidated and/or Individual Location Spreadsheet Reporting only

ITEM G1 - SHIPMENT VALIDATION

We have identified some records in your upload where we need further clarification. Please help us correct these shipment records.

You can either

1. Click the "Fix error" button.

2. Re-upload a new spreadsheet or CSV with these issues corrected. Click Here to re-upload

Number	Location ID	Shipment ID	Shipment Date	Column	Cell Value	Error	Fix
1	CFS-2345	86X3-45	5/28/2022	Product_Description		Product Description missing	Fix error
2	CFSJ-375	72B-375	12/6/2022	Domestic_ZIPCode		Destination information missing	Fix error
3	CFSC-7807	1F34-7807	1/14/2022	Shipment_Value		Value or weight missing	Fix error
< Pi	revious	Save and	d Continue 🔰				

Item G2 - Shipment Product Code Validation

ITEM G2 - PRODUCT CODE VALIDATION

We were unable to determine what products these records refer to. Help us identify what these products are.

1 CFS-2345 86X3-45 5/28/2022 \$1,235.00 35 Honey Validate product ✓ Previous Save and Continue >	Number	Location ID	Shipment ID	Shipment Date	Value	Weight	Description	Fix
Previous Save and Continue >	1	CFS-2345	86X3-45	5/28/2022	\$1,235.00	35	Honey	Validate product
Previous								
Previous Save and Continue >								
	Previo Contract Contract	ous	Save and Continu	ie 🗲				

Consolidated Reporting only - Survey Reporting Follow Up Screen for the Hazardous Materials Supplemental Questions

(if reported Item E = yes)

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SURVEY REPORTING FOLLOW UP

You previously reported shipping hazardous materials from at least one of your locations in 2021. Each of the locations that shipped hazardous materials will be asked to complete the CFS Expanded Hazardous Materials (CFS-EHM) Supplemental Survey. The CFS-EHM Supplemental Survey will collect information about the shipping and packaging of hazardous materials (hazmat).

A Census Bureau employee will follow-up with the individual locations that shipped hazardous materials, using the hazmat contact information you provide in the template below. Due to the nature of these supplemental questions, an appropriate hazmat contact person will be someone familiar with how hazardous materials are packaged and shipped (i.e., someone familiar with Environmental/Hazardous Materials Safety, Dangerous Goods Regulatory Compliance, or Logistics).

Please provide a hazmat contact for each of the shipping locations using one of two options:

If you have more than xx locations, we suggest you choose Option 2.

Save and Continue >

Option 1: Modify the screen below by providing a hazmat contact name, phone number and/or e-mail for each shipping location.

Option 2: Download, then upload a completed template with the hazmat contact information for each shipping location.



Location ID	Company Name 1	City	State	Contact Name	Contact Phone	Contact E-mail	
6X-546	ABC COMPANY	CLINTON	MS				
73-G648	ABC COMPANY	CLINTON	MD				

Individual Location Reporting only

Item H1 - Hazardous Materials Supplemental Questions

ITEM H1 - HAZARDOUS MATERIALS SUPPLEMENTAL QUESTIONS

You previously reported shipping hazardous materials from this location in 2021. In order to gather data about the various packaging types used to transport hazardous materials throughout the country, we will now collect additional information about the packaging of the hazardous materials most frequently shipped from this location.

When answering these questions, consider all hazardous materials shipped in the calendar year 2021. In this survey, shipping refers to the movement of hazardous materials, by any mode of transportation (e.g., parcels, truck, railroad), from this location to another location as part of commercial activity. This also includes hazardous materials picked up from this location by a customer.

Due to the nature of these questions, assistance may be needed from someone familiar with how hazardous materials are packaged and shipped (i.e., someone familiar with Environmental/Hazardous Materials Safety, Dangerous Goods Regulatory Compliance, or Logistics).

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Save and Continue >

Item H2 - Hazardous Materials Shipments: Listing

Shipping Location:

US CENSUS BUREAU 4600 SILVER HILL ROAD SUITLAND, MD 20746-9999

ITEM H2 – HAZARDOUS MATERIALS SHIPMENTS: LISTING

Please provide up to 10 hazardous materials most frequently shipped from this location in 2021, using DOT regulated packaging.

Search for unique "UN" or "NA" numbers by clicking on the Hazardous Materials button below. Help

UN or NA number - the four digit United Nations (UN) or North American (NA) number used to identify hazardous materials.

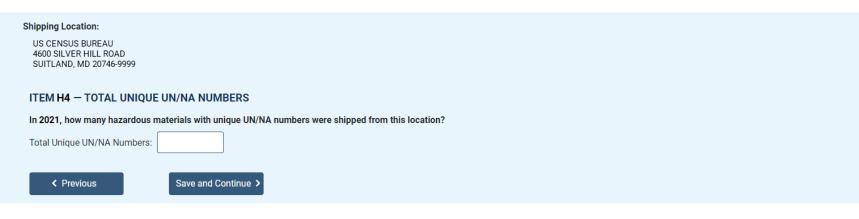
Example: UN 1203 Gasoline or petrol or motor spirit

+ Ad	ld New Ha	zardous Material
	UN/NA	Text Description
Ū	1760	Chemical kit
Ū	7870	
Ū	1866	Resin Solution, flammable
Ū	1760	Chemical kit
ŧ	0186	Rocket motors
Ŵ	7570	
Ū	1203	Gasoline includes gasoline mixed with ethyl alcohol, with not more than 10% alcohol
_		
<	Previous	Save and Continue >

Item H3 - UN/NAs Frequently Shipped

	UN/NAS FREQUENTLY SHIPPED
	A numbers and text descriptions of the hazardous materials most frequently shipped from this location: Text Description
1760	Chemical kit
7870	
1866	Resin Solution, flammable
1760	Chemical kit
0186	Rocket motors
7570	
1203	Gasoline includes gasoline mixed with ethyl alcohol, with not more than 10% alcohol
nis survey w aterials mo:	
nis survey w aterials mo:	with not more than 10% alcohol will ask a series of questions about the packaging of up to three hazardous ost frequently shipped from this location.
nis survey w aterials mo Select the U 1760	with not more than 10% alcohol will ask a series of questions about the packaging of up to three hazardous st frequently shipped from this location. UN/NA number of the most frequently shipped hazardous material in 2021.
his survey w aterials mos Select the U 1760 Select the U	with not more than 10% alcohol will ask a series of questions about the packaging of up to three hazardous st frequently shipped from this location. UN/NA number of the most frequently shipped hazardous material in 2021. Chemical Kit UN/NA number of the SECOND most frequently shipped hazardous material in 2021.
his survey w aterials mo Select the U 1760 Select the U – Select Si	with not more than 10% alcohol will ask a series of questions about the packaging of up to three hazardous st frequently shipped from this location. UN/NA number of the most frequently shipped hazardous material in 2021. Chemical Kit UN/NA number of the SECOND most frequently shipped hazardous material in 2021.

Item H4 - Total Unique UN/NA Numbers



Item H5 - UN/NA Outer Packaging

Shipping Location:
US CENSUS BUREAU 4600 SILVER HILL ROAD SUITLAND, MD 20746-9999
This next set of questions will ask you about the shipped hazardous material UN/NA: 1640 Chemical Kit
ITEM H5 – UN/NA OUTER PACKAGING
In 2021, what type of OUTER packaging was most frequently used to ship this hazardous material UN/NA: 1640 ?
 Drum i Wooden Barrel i Jerrican i Jerrican i Box i Bag i Composite Packaging i Intermediate Bulk Container i Cylinder i Cargo Tank i Portable Tank i Tank Car i
O Other Packaging – Please Specify
Previous Save and Continue >

Item H6 - Hazardous Materials Shipments: Performance Oriented Packaging

Obination I continue	
Shipping Location:	
US CENSUS BUREAU 4600 SILVER HILL ROA	D
SUITLAND, MD 20746-	9999
This next set of quest	ions will ask you about the shipped hazardous material UN/NA: 1640 Chemical Kit
ITEM H6 - HAZAR	DOUS MATERIALS SHIPMENTS: PERFORMANCE ORIENTED PACKAGING
a. For the most freque	ently used wooden barrel of this hazardous material UN/NA: 1640 in 2021, what was the average net weight per shipment? 🚥
Consider the woode	n barrel that was used the greatest number of times in 2021 as the most frequently used.
Average Net Weight	Ibs. If not pounds, please enter unit of measurement:
h How many total woo	len barrels of this hazardous material UN/NA: 1640 were shipped in 2021?
Total Wooden Barre	s
c. What was the primar	mode of transportation used to ship the most frequently used Wooden Barrel of this hazardous material UN/NA: 1640, in 2021?
 Parcel, U.S.P.S., Company-owne 	
 For-hire truck 	
 Railroad Inland Water 	
 Great Lakes 	
Deep sea	
 Pipeline Air 	
 Other mode 	
 Unknown Customer pick- 	ח
	4
d. For this hazardous m	aterial UN/NA: 1640, please provide a UN packaging code for the most frequently used Wooden Barrel (Help)
UN Packaging Code -	a marking permanently displayed on a container indicating that it has
passed a series of UN	packaging tests and conforms to a UN standard for shipping hazardous
materials. The markin	g describes the characteristics of the packaging being transported.
Example: UN Pac	kaging Code: 1A1/Y1.4/150/92/USA/RB/93RL
UN Packaging Code	
Check here if a U	N Packaging Code is not available
_	

Item H6 - Hazardous Materials Shipments: Specification Packaging

Shipping Location: US CENSUS BUREAU 4600 SILVER HILL ROAD SUITLAND, MD 20746-9999
This next set of questions will ask you about the shipped hazardous material UN/NA: 1640 Chemical Kit
ITEM H6 – HAZARDOUS MATERIALS SHIPMENTS: SPECIFICATION PACKAGING
a. For this hazardous material UN/NA: 1640, please provide a specification marking for the most frequently used . Help
Specification Marking - a marking permanently displayed on a container indicating that it was built to conform to a specific standard for shipping hazardous materials.
Example: Specification Marking: MC331, DOT-105, ISO 9809-1, AAR-600
Specification Marking:
Check here if a Specification Marking is not available
what was the average net weight per shipment? [tep] Consider the wooden barrel that was used the greatest number of times in 2021 as the most frequently used. Average Net Weight If not pounds, please enter unit of measurement:
TOTAL amount shipped:
Previous Save and Continue >

Item H7 - Hazardous Materials Shipments: Packaging Type and Material

Shipping Location:

US CENSUS BUREAU 4600 SILVER HILL ROAD SUITLAND, MD 20746-9999

This next question will ask you about the shipped hazardous material UN/NA: 1640 Chemical Kit

ITEM H7 – HAZARDOUS MATERIALS SHIPMENTS: PACKAGING TYPE AND MATERIAL

For this hazardous material UN/NA:1640 please select the packaging type and material.

Select only ONE

Plastic receptacle within a protective

- Steel drum
- Steel crate or box
- Aluminum drum
- Aluminum crate or box
- O Wooden box
- Plywood drum
- Plywood box
- O Fiber drum
- Fiberboard box
- Plastic drum
- Plastic box

Glass, porcelain, or stoneware receptacles within a protective

- Steel drum
- Steel crate or box
- Aluminum drum
- Aluminum crate or box
- Wooden box
- Plywood drum
- Wickerwork hamper
- Fiber drum
- Fiberboard box
- Expanded plastic packaging
- Solid plastic packaging

Previous

Save and Continue >

Item I - Time to Complete Survey

ITEM I - TIME TO COMPLETE SURVEY	
How long did it take to complete this questionniare? Include the time to read instructions, to gather information, to enter and verify the data.	
Hours Minutes	
Previous Save and Continue >	

Item J - Remarks

	y your response or provide any fe	edback.		
nclude comments on a	any large or unusual shipments.			

SUBMISSION CONFIRMATION

Thank you for completing the Commodity Flow Survey. The U.S. Census Bureau has received your data. We suggest you keep a copy of this survey for your records.

If applicable, please return to the main menu to complete any additional surveys.

Submission Date & Time:	April 5, 2022 3:29:37pm
Reporting Period:	3/20/2022 - 3/26/2022
Company Information:	ABC COMPANY 123
	dBA/SHIPMENT CENTRAL
	123 HEADQUARTERS ROAD
	SUITLAND, MD 20746-1234
Company Contact Person:	JOHN V. SMITH III
	Phone: 123-456-7890
	E-mail: john.v.smith.iii@ship.central
Census Reference ID:	4123456789

Note: After submitting the survey, it takes 1 or 2 business days for the filing status to be updated on the Respondent Portal.

Print Confirmation Screen

<u> View/Print Submitted Data (PDF)</u>

Return to Main Menu

The letters PDF or the discussion indicate a document is the in the Portable Document Format (PDF). To view the file you will need the Adobe Reader, which is available for free from the Adobe web site.