

Attachment F.

Proposed Advance Letter

VIUS-L1A
(Draft)

*What is
VIUS?*

You have been selected to participate in the **2021 Vehicle Inventory and Use Survey**, conducted in partnership with, and sponsored by, the Bureau of Transportation Statistics (BTS) to better understand the characteristics and use of trucks on our nation's roads. The data will be used to create investments in our nation's infrastructure, vehicle technologies and parts; as well as to evaluate truck safety needs, emissions estimates, and conservation practices. The BTS is proud to be bringing back this survey after almost two decades to provide the needed timely data for the nation. For more information on the VIUS, please visit www.bts.gov/VIUS.

*What to
Expect*

The 2021 Vehicle Inventory and Use Survey will ask you to report information about the characteristics and usage of your registered vehicle(s) in 2021. The survey includes questions such as vehicle type, safety features, miles driven, fuel and maintenance, weight, personal and/or commercial usage, type of business, and what was transported.

**Vehicle:
Vehicle Identification Number (VIN):**

*Data
Protection*

Any data you provide will be kept strictly confidential and can only be used to produce aggregate statistics. Your response is required by law, and the data you provide cannot be used against you in legal proceedings.

*What to
Do Now*

No action is needed at this time. A request for response will be mailed in the next couple weeks providing more detailed information on how to respond. If you would like more information about this survey, please visit www.census.gov/viushelp or contact us at 1-844-395-4085, Monday through Friday, 8:00 a.m. to 5:00 p.m. Eastern time.

Thank you in advance for your time and participation.



The American Trucking Association (ATA), American Transportation Research Institute (ATRI), National Private Truck Council (NPTC), and Owner-Operator Independent Drivers Association Foundation (OOIDA) all proudly support the VIUS.

Sincerely,

Robert Santos
Director

Attachment G.

Proposed Initial Letter for Data Collection

VIUS-L1

(Draft)

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

You have been selected to participate in the **2021 Vehicle Inventory and Use Survey**, conducted in partnership with, and sponsored by, the Bureau of Transportation Statistics (BTS) to better understand the characteristics and use of trucks on our nation's roads. The data will be used to create investments in our nation's infrastructure, vehicle technologies and parts; as well as, to evaluate truck safety needs, emissions estimates, and conservation practices. The BTS is proud to be bringing back this survey after almost two decades to provide the needed timely data for the nation.

Vehicle:

Vehicle Identification Number (VIN):

Authentication Code:

Due Date:

1. **Register OR sign in** at <https://portal.census.gov>
2. **Add** your authentication code.
3. **Report** by clicking on "REPORT NOW." You can return to your account over multiple sessions to complete the survey.

Any data you provide will be kept strictly confidential and can only be used to produce aggregate statistics. Your response is required by law, and the data you provide **cannot be used against you in legal proceedings**. 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 sign into your Census Bureau account or call our customer help line at 1-844-395-4085, Monday through Friday, 8:00 a.m. to 5:00 p.m. Eastern time. For more information on the VIUS, please visit www.bts.gov/VIUS.

Thank you in advance for your time and participation.

Sincerely,

Robert Santos
Director

Enclosure

OMB Number

This collection has been approved by the Office of Management and Budget (OMB). The eight-digit OMB approval number is 0607- 0892 and appears in the bottom left corner of each reporting screen. Without this approval, we could not conduct this survey.

Authority and Confidentiality

Title 13, United States Code, Sections 131 and 182, authorizes this collection. Sections 221, 224, and 225 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 Census Bureau is not permitted to publicly release your responses in a way that could identify you, 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 Vehicle Inventory and Use Survey will take an average of 65 minutes to complete. Factors such as the number, type(s), and activities of the sampled truck(s) will affect your actual time to complete the survey. This estimate includes the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

Attachment H.

Proposed Follow-up Letters for Non-Response

VIUS-L1R

(Draft)

The Office of
Management and Budget
(OMB) approval number
for the Vehicle Inventory
and Use Survey is 0607-
0892.

DUE DATE REMINDER

Recently, the U.S. Census Bureau mailed you a letter asking you to complete the **2021 Vehicle Inventory and Use Survey**. If you have submitted your survey in the past few weeks, **thank you**. If you have not yet reported, please do so before the due date noted below.

Vehicle: *[imprint year, make, model]*

Vehicle Identification Number (VIN): *[imprint VIN]*

Authentication Code:

Due Date:

1. **Register** OR **sign in** at <https://portal.census.gov>
2. **Add** your authentication code OR **locate** this report under “My Surveys.”
3. **Report** by clicking on “REPORT NOW.” You can return to your account over multiple sessions to complete the survey.

For assistance with completing this survey, please sign into your Census Bureau account or call our customer help line at 1-844-395-4085, Monday through Friday, 8:00 a.m. to 5:00 p.m. Eastern time.

Thank you in advance for your time and participation.

Sincerely,

Kevin E. Deardorff
Chief, Economic Reimbursable Surveys Division
U.S. Census Bureau

VIUS-L2
(Draft)

The Office of Management and Budget (OMB) approval number for the Vehicle Inventory and Use Survey is 0607-0892.

PAST DUE NOTICE

Our records indicate that we have not received your **2021 Vehicle Inventory and Use Survey**. Please complete the survey online using the following information:

Vehicle: *[imprint year, make, model]*

Vehicle Identification Number (VIN): *[imprint VIN]*

Authentication Code:

Due Date:

1. **Register OR sign in** at <https://portal.census.gov>
2. **Add** your authentication code OR **locate** this report under “My Surveys.”
3. **Report** by clicking on “REPORT NOW.” You can return to your account over multiple sessions to complete the survey.

If you recently reported, you can verify your filing status by clicking on “Options” and then “Filing Status.” Look for an entry under the “Date Received” column.

YOUR RESPONSE IS REQUIRED BY LAW and will be kept strictly **CONFIDENTIAL**. The U.S. Census Bureau is authorized to collect this information under Title 13, United States Code (Sections 131 and 182). **The same law requires that you respond (Sections 221, 224, and 225)** and assures the confidentiality of the information you provide (Section 9). The Census Bureau is not permitted to publicly release your responses in a way that could identify your business, organization, or institution, and can use your responses only to produce statistics.

For assistance with completing this survey, please sign into your Census Bureau account or call our customer help line at 1-844-395-4085, Monday through Friday, 8:00 a.m. to 5:00 p.m. Eastern time.

Thank you in advance for your time and participation.

Sincerely,

Kevin E. Deardorff
Chief, Economic Reimbursable Surveys Division
U.S. Census Bureau

VIUS-L3
(Draft)

PAST DUE NOTICE

Our records indicate that we have not received your **2021 Vehicle Inventory and Use Survey**.

Use the enclosed form as a worksheet prior to reporting online or return the completed form in the enclosed envelope. Online reporting is easy, reduces costs, and decreases processing times.

Steps to report online:

1. **Register** OR **sign in** at <https://portal.census.gov>
2. **Add** your authentication code, which is printed on the front page of the form.
3. **Report** by clicking on "REPORT NOW." You can return to your account over multiple sessions to complete the survey.

If you recently reported, you can verify your filing status by clicking on "Options" and then "Filing Status." Look for an entry under the "Date Received" column.

YOUR RESPONSE IS REQUIRED BY LAW and will be kept strictly **CONFIDENTIAL**. The U.S. Census Bureau is authorized to collect this information under Title 13, United States Code (Sections 131 and 182). **The same law requires that you respond (Sections 221, 224, and 225)** and assures the confidentiality of the information you provide (Section 9). The Census Bureau is not permitted to publicly release your responses in a way that could identify your business, organization, or institution, and can use your responses only to produce statistics.

For assistance with completing this survey, please sign into your Census Bureau account or call our customer help line at 1-844-395-4085, Monday through Friday, 8:00 a.m. to 5:00 p.m. Eastern time.

Thank you in advance for your time and participation.

Sincerely,

Kevin E. Deardorff
Chief, Economic Reimbursable Surveys Division
U.S. Census Bureau

Enclosures