

## **BAS 7L- TC/HEO CC-Email <Overprinting> and Text**

**Subject: YYYY Boundary and Annexation Survey – TC/HEO Courtesy Copy – BAS ID: <BAS\_ID>**

<DATE>

“BAS ID:” <BAS\_ID>, <ENTITY\_NAME> <ENTITY\_LSAD\_PUB\_NAME>

**This is a courtesy copy to the tribal chair or highest elected official.**

The U.S. Census Bureau is now conducting the Boundary and Annexation Survey (BAS). Do not miss this opportunity to participate in BAS to ensure that the Census Bureau has current and accurate boundary, legal name, and status information for your government. Participants may also provide updates to census designated places.

BAS is a voluntary survey. We strongly encourage your participation in BAS for the following reasons:

- The Census Bureau uses this boundary information for data collection, tabulation, and dissemination for the decennial census, 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. Correct boundaries ensure governments receive funds appropriately and have the best data available for their decision-making processes.

### **Action Steps:**

- Verify that the BAS contact has responded to the survey. The BAS announcement email was recently sent to this BAS contact:

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>

Email: <BAS\_EMAIL>

- Review and update your contact information. Reply to this email or email <geo.bas@census.gov> with updates. Please include the 11-digit BAS ID number listed at the top of this email in the subject line of your message.

<HEO\_NAME>

<HEO\_POSITION>

<HEO\_DEPT\_NAME>

<HEO\_MAILING\_ADDRESS>

<HEO\_CITY\_STATE\_ZIP>

<TERM\_EXP\_DATE>

<TERM\_LENGTH>

## KEY DATES

- January 1** Boundary updates must be legally in effect on or before this date to be reported in the current survey year.
- March 1** First BAS deadline - Boundary updates returned by this date will be reflected in the ACS and PEP data and in next year's BAS materials.
- May 31** Final BAS deadline - Boundary updates returned by this date will be reflected in next year's BAS materials.

## CONTACT INFORMATION

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 BAS.