



U.S. Business Response Survey

ATTENTION
COMPANY NAME
ADDRESS
CITY, ST ZIP

99

U.I. Number: 0123456789

DATE

Dear [NAME],

The Bureau of Labor Statistics (BLS) is seeking to better understand telework, hiring, and vacancies at U.S. businesses. Information on whether and to what extent businesses utilize telework, have challenges in hiring employees, and how vacant positions are advertised is essential to understanding current labor market dynamics. Your response is important to ensure that the data we produce are accurate, timely, and relevant.

This survey can be completed online in about 5 minutes. Please use the Web ID and case-sensitive password provided below to log into the secure BLS website: <https://idcfbbs.bls.gov>

Web ID: 981234567890

PASSWORD: Aa123456

The Bureau of Labor Statistics, its employees, agents, and partner statistical agencies, will use the information you provide for statistical purposes only and will hold the information in confidence to the full extent permitted by law. In accordance with the Confidential Information Protection and Statistical Efficiency Act (44 USC 3572) and other applicable Federal laws, your responses will not be disclosed in identifiable form without your informed consent. Additional information and instructions for this survey can be found at: <https://www.bls.gov/respondents/ars/brs-survey/overview.htm>

Please provide your response within 14 days.

Thank you for your participation in keeping us informed of your situation. We greatly value your input.

Sincerely,

Kelly Quinn
U.S. Bureau of Labor Statistics

