

H-31(L) - [RO]  
(03-2024)



UNITED STATES DEPARTMENT OF COMMERCE  
U.S. Census Bureau  
Washington, DC 20233-0001

<<DATE>>

Management of <<BUILDING\_NAME>>

<<ADDRESS>>

### A Message from the Director, U.S. Census Bureau...

The U.S. Census Bureau needs your help in collecting information for the **Survey of Market Absorption of New Multifamily Units (SOMA)**. One or more of the buildings you work with have been selected to be included in this survey. If you have not already spoken to a Field Representative, please call <<FRNAME>> at <<FRPHONE>> to complete the survey or to make an appointment to complete the survey at a later time.

The SOMA is designed to measure the rate at which different types of new buildings of five or more units are absorbed, that is, taken off the market by being rented or sold, over the course of the first twelve months following completion of a building.

Data from this survey enables the survey sponsor, the Department of Housing and Urban Development (HUD), to analyze the characteristics, location, and rent or prices of newly completed multi-family rental and condominium units, and to assess how quickly units are being taken off the market. The data are useful as an indicator of demand for new multifamily units, and the estimates are used to address the adequacy of the supply of the rental housing stock in the nation.

Additional information about this survey and what participation entails can be found on the back of this letter. If you have additional questions not answered here, please visit [census.gov/soma](https://census.gov/soma), or call our Regional Office using the contact information below.

**Thank you** in advance for your help with this important survey.

[RO NAME] Regional Office

[RO ADDRESS LINE 1]

[RO ADDRESS LINE 2]

[CITY], [STATE] [ZIP]

PHONE: [RO PHONE] or [RO TOLL FREE PHONE]

FAX: [RO FAX] TDD: [RO TDD]

EMAIL: [RO EMAIL]

### **What type of information does this survey collect?**

The SOMA collects information on asking rental or sales price, the number of units taken off the market (absorbed), the number of units in the building, the number of floors in the building, presence of elevators, items included in the rental or sale price (Electric, Gas, Water, Sewer, Cable or Satellite TV, Internet or Wi-Fi, Swimming Pool, Off street parking, Washer/Dryer, and Laundry Facilities). The survey also collects information on whether the unit is in a building that is age-restricted and whether the management of the building provides residents with meals, transportation, housekeeping, managing finances, and personal care. SOMA does not collect any specific information about residents who live in the building.

### **Is participation mandatory?**

Participation in the SOMA is voluntary. However, when you participate, you are representing thousands of other buildings like yours. To be able to create quality statistics, we rely on the participation of those who are selected. If you choose not to participate, your buildings and others like it will not be adequately represented.

### **How long does it take to complete the survey?**

We estimate that completing the initial and subsequent interviews will take thirty minutes on average.

Send comments regarding this estimate or any other aspect of this survey, including suggestions for reducing the time it takes to complete this survey, to the Director, Housing and Demographic Analysis Division, Office of Policy Development and Research, Office of Economic Affairs, Department of Housing and Urban Development, Washington, DC 20410.

This survey has been approved by the Office of Management and Budget (OMB). The OMB approval number for this survey is 2528-0013 and the expiration date is 9/30/2026. We are required to display this number to conduct this survey.

### **Are my answers confidential?**

The U.S. Census Bureau is required by law to keep your information confidential. The Census Bureau is not permitted to publicly release your responses in a way that could identify you or this business. We are conducting this survey under the authority of Title 13, United States Code, Sections 8 and 9. Federal law protects your privacy and keeps your answers confidential (Title 13, United States Code, Section 9). Per the Federal Cybersecurity Enhancement Act of 2015, your data are protected from cybersecurity risks through screening of the systems that transmit your data. Disclosure of the information provided to us is permitted under the Privacy Act of 1974 (5 U.S.C. § 552a) and may be shared with other Census Bureau staff for the work-related purposes identified in this statement. Disclosure of this information is also subject to the published routine uses as identified in the Privacy Act System of Records Notice COMMERCE/Census-3, Demographic Survey Collection (Census Bureau Sampling Frame).

For more information on the technological, legal, and procedural safeguards for your data, please visit: <https://www.census.gov/programs-surveys/surveyhelp/protect-information.html>