



UNITED STATES DEPARTMENT OF COMMERCE

U.S. Census Bureau

Office of the Director
Washington, DC 20233

ABS-L1
(Draft)

Your business has been selected to participate in the nationwide **2025 Annual Business Survey**. This survey is conducted by the U.S. Census Bureau and the National Center for Science and Engineering Statistics, within the National Science Foundation. The survey collects annual data on the characteristics of U.S. businesses and owners as well as research and development, innovation, and technology.

Your response is required by law (Title 13, U.S. Code, Sections 224 and 225). Your response will be kept confidential. The survey data provide vital information used to help businesses across the nation succeed and grow. See the back of this letter for more information about the survey.



- Register or sign in at portal.census.gov
- Add your one-time authentication code, then click "REPORT NOW."
- You can return to your account over multiple sessions to complete the survey.

For help completing the survey, sign into your Census Bureau account or visit census.gov/abs/help. You can also call 1-888-824-9954, Mon. through Fri., 8 a.m. to 8 p.m. Eastern time.

Thank you for participating and helping business communities across the nation.

Sincerely,

Robert L. Santos, Director
U.S. Census Bureau

Emilda B. Rivers, Director
National Center for Science and Engineering Statistics
National Science Foundation



What is the Annual Business Survey (ABS)?

The ABS is the primary source of selected economic and demographic characteristics for businesses and business owners. The survey measures research and development (for microbusinesses), as well as other business characteristics. Statistics from the ABS will be used by government program officials, industry organization leaders, economic and social analysts, business entrepreneurs, and domestic and foreign researchers in academia, business, and government.

How do I know this is a legitimate government survey?

This survey has been approved by the Office of Management and Budget (OMB). The eight-digit OMB approval number is 0607-1004 and appears in the top right corner of each reporting screen. Without this approval, we could not conduct this survey. We are conducting this survey under the authority of Title 13, U.S. Code, Sections 8(b), 131, and 182; Title 42, U.S. Code, Section 1861-76 (National Science Foundation Act of 1950, as amended); and Section 505 within the America COMPETES Reauthorization Act of 2010.

How long will it take to complete the survey?

We estimate the Annual Business Survey will take an average of 29 minutes to complete. Factors such as company size, complexity, and activity will affect your actual time to complete the survey. This estimate includes the time to review instructions, search existing data sources, gather and maintain the data needed, and complete and review the survey.

Will my response be confidential?

Yes. The U.S. Census Bureau is required by law to keep your response confidential (Title 13, U.S. Code, Section 9). 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 data.

Am I required to fill out the survey?

Yes. Your business is required by law (Title 13, U.S. Code, Sections 224 and 225) to respond to this survey. As a randomly selected representative of businesses in your community, you are the voice of your neighbors and peers. To create an accurate picture of commerce activity in your area, it is critical that you respond.

How will the Census Bureau use the information I provide?

By law, the Census Bureau can only use your business data to produce statistics. Your information will be used in combination with information from other businesses to produce statistics for your community.

My firm is no longer in business. What should I do?

Completion of the ABS report form is required even if this business has since been sold, reorganized, or ceased operations. To report that the business has closed, you should respond to the first question on the ABS online report form which asks, "Has this business ceased operations?" If another entity acquired or merged with this business during or after the survey reference year, you should report for the part of the year that this business was in operation prior to its acquisition or merger. If you need further assistance, please call our toll-free number 1-888-824-9954, Monday through Friday, 8:00

a.m. to 8:00 p.m. Eastern Time.



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Your response is required by law (Title 13, U.S. Code, Sections 224 and 225). Your response will be kept confidential. The survey data provide vital information used to help businesses across the nation succeed and grow. See the back of this letter for more information about the survey.



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What are the Research Activities at Nonprofit Organizations module of the the Annual Business Survey (ABS)?

The Research Activities at Nonprofit Organizations module of the Annual Business Survey was introduced in 2021. The module measures research and experimental development (R&D) performance and funding at U.S. tax-exempt nonprofit organizations. Included are all nonfarm businesses filing Internal Revenue Service (IRS) tax forms as nonprofit organizations with an annual payroll of \$500,000 or more.

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How long will it take to complete the survey?

For most organizations, we estimate the Research Activities at Nonprofit Organizations module of the 2025 Annual Business Survey will take 38 minutes to complete. Factors such as nonprofit organization size, complexity, and activity will affect your actual time to complete the survey. This estimate includes the time to review instructions, search existing data sources, gather and maintain the data needed, and complete and review the survey.

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Yes. The U.S. Census Bureau is required by law to keep your response confidential (Title 13, U.S. Code, Section 9). 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 data.

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ABS-L1R
(Draft)

The Office of Management and Budget (OMB) approval number for the Annual Business Survey is 0607-1004.

REMINDER: PLEASE COMPLETE THE 2025 ANNUAL BUSINESS SURVEY

Recently, the U.S. Census Bureau mailed you a letter asking you to complete the **2025 Annual Business Survey**. If you have submitted your survey in the past few weeks, thank you. If you have not yet reported, please do so before **August 26, 2025**.

Your response is required by law (Title 13, U. S. Code, Sections 224 and 225). We are required by law to keep your response confidential (Title 13, U.S. Code, Section 9).



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Sincerely,

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

Emilda B. Rivers, Director
National Center for Science and Engineering Statistics
National Science Foundation

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Census
Bureau



census.gov/abs

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ABS-L1R (Draft)

U.S. Census Bureau Official Correspondence

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REQUIRED BY LAW**

**Please Reply By
August 26, 2025**

United States®
Census
Bureau



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U.S. Census Bureau
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August 26, 2025**

United States®
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Bureau



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

ABS-L2
Draft (12-17-2023)

PAST DUE NOTICE

Our records indicate that we have not received your **2025 Annual Business Survey**. Characteristics of your business are essential to measuring important economic activity in the United States. Please complete the survey online using the following information:

Respond by
Enter this code:

- Register OR sign in at portal.census.gov
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