



Con_firm

Attn: contact

Con_address

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September 23, 2025

Dear contact:

The Bureau of Labor Statistics (BLS) has selected your firm to participate in the Job Openings and Labor Turnover Survey (JOLTS) – a monthly gauge of the US labor-force. Your participation in the program is highly valued and will help provide businesses and the American public with information critical in planning for future economic growth and success.

Recently, you indicated that you would not be able to participate in the JOLTS. We kindly ask you to reconsider, as the survey is brief and requires only a few minutes to complete each month. The data we ask for is typically available from personnel records and includes the number of employees on your payroll, job openings, hires, quits, layoffs and discharges, and other separations.

BLS will only use the information you provide for statistical research purposes and will protect it to the full extent permitted by law. JOLTS publications provide aggregated industry-level findings that in no way identify the firms who participated.

Please visit the JOLTS page on BLS.gov if you'd like to learn more: <https://www.bls.gov/jlt/>.

If you prefer to speak with a JOLTS representative, please call 1-800-341-4620 and ask for from_user.

A BLS representative will contact you shortly to answer any questions or address any concerns that you may have about participating in JOLTS. We know your time is valuable, and we appreciate your willingness to provide this important economic information.

Best regards,

Itely Rideout

Data Collection Center Manager

Bureau of Labor Statistics