



September 23, 2025

contact
Con_firm
Con_address
Con_address2

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 indicator of the need for workers in the US economy. Your voluntary participation in JOLTS is highly valued and will help provide businesses and the American public with information critical in planning for future economic growth and success.

The data we will ask you to provide are typically available from personnel records:

- The number of employees on your payroll
- The number of job openings
- The number of hires, quits, layoffs and other separations

JOLTS is responsible for compiling job openings and turnover data from thousands of firms like yours. The information you provide will only be used for statistical purposes and will be protected to the fullest extent permitted by law.

Should you need additional information, please visit <https://www.bls.gov/jlt/> or email us at joltsmail@bls.gov. If you'd like to speak with a BLS representative about JOLTS, 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 providing this important economic information.

Best regards,

Itely Rideout
Data Collection Center Manager
Bureau of Labor Statistics