

BAS Email: BAS-E-NRFU2 - BAS- Yes Change, No Return–Email Template

Subject: <YYYY> BAS Submission Requested–GOVID: <GOVID> YC

<NAME> <ENTITY_LSAD_PUB_NAME>

GOVID: <GOVID>

Thank you for your recent response to the <YYYY> Boundary and Annexation Survey (BAS). Your government indicated that there are boundary changes to report; however, we have not yet received those updates. There is still time to submit your changes.

If you have already submitted updates through the Secure Web Incoming Module or by mail, disregard this message.

ACTION STEPS

- **Prepare and submit boundary updates.** The [BAS website](#) contains resources and detailed instructions for submitting updates digitally or using paper maps.
- **View a webinar.** The Census Bureau offers a pre-recorded BAS Training on the [BAS Webinars webpage](#).
- **Change your response (Optional).** If you reviewed your government's boundaries and determined there are no boundary changes to report, use the [Annual Response Form](#) to update your response to "No Changes."

KEY DATES

January 1	Legal boundary changes must be in effect on or before this date to be reported in the current survey year.
March 1	First BAS deadline–Legal boundary changes returned by this date will be shown in the American Community Survey and Population Estimates Program data and in next year's BAS materials.
May 31	Final BAS deadline–Legal boundary changes returned by this date will be shown in next year's BAS materials. If time permits, boundary corrections returned by this date may also be shown.

Thank you for your participation in BAS.



Email: <geo.bas@census.gov>

Phone: 1-800-972-5651

Website: <www.census.gov/programs-surveys/bas.html>