



A Message from the Acting Director, U.S. Census Bureau:

We request your participation with the **2021 Annual Survey of Public Employment & Payroll**. This survey is the only source of comprehensive information on the employment and payroll for state and local governments in the United States. The information collected serves as an integral part of the foundation for developing national economic and public policy by measuring public activity.

Please complete the survey for the pay periods that include March 12, 2021 by uploading and submitting a data file, using the information below.

Authentication Code:

Due Date:

1. **Register** OR **sign in** at <https://portal.census.gov>
2. **Add** your authentication code.
3. **Report** by clicking on "REPORT NOW." You can return to your account over multiple sessions to complete the survey.

Information about the authority, confidentiality, and burden of this data collection can be found on the back of this letter.

For assistance with completing this survey, please sign into your Census Bureau account or call our customer help line at 1-800-642-4901, Monday through Friday, 8:00 a.m. to 5:00 p.m. Eastern time.

Thank you in advance for your time and participation, and for helping the U.S. Census Bureau measure America's people and economy.

Sincerely,

A handwritten signature in black ink, appearing to read "RJ", with a long horizontal stroke extending to the right.

Ron S. Jarmin
Acting Director

OMB Number

This collection has been approved by the Office of Management and Budget (OMB). The eight-digit OMB approval number is 0607-0585 and appears in the top right corner of each reporting screen. Without this approval, we could not conduct this survey.

Authority and Confidentiality

Title 13, United States Code, Sections 161 and 182, authorizes the U.S. Census Bureau to conduct this collection and request your voluntary assistance. These data are subject to provisions of Title 13, United States Code, Section 9(b), which exempts data that are customarily provided in public records from rules of confidentiality.

Burden Estimate Statement

We estimate the Annual Survey of Public Employment & Payroll will take an average of 10 minutes to 15 hours to complete. Factors such as government 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.