



Recently the U.S. Census Bureau mailed you a letter asking you to go online to complete the **2014 Annual Retail Trade Report**. This information is used to measure economic performance in the United States, and provide the nation's policymakers and business leaders with measures of this important economic sector.

If you have already submitted your report, thank you for your response and please disregard this letter.

If you have not responded, please complete the survey online using the following information by the due date indicated:

This report is **MANDATORY**. Title 13, United States Code, Sections 182, 224, and 225 requires your participation. Section 9 of Title 13 requires that the Census Bureau keep this report **strictly confidential**. Your information is only used to develop summary statistics that do not reveal the individual activities of your business. Under the same law, information cannot be used for taxation, regulation, or investigation and is exempt from release under the Freedom of Information Act.

For additional information, visit us online at <https://econhelp.census.gov/arts>. While there, you can use the "Self-Service Log in" to check your filing status or request a time extension. If you need further assistance, please call us at 1-877-787-9860 (option 2).

**Thank you** in advance for ensuring that the results of the 2014 Annual Retail Trade Report are comprehensive, timely, and reliable.

Sincerely,

Deborah M. Stempowski  
Chief, Economic Management Division  
U.S. Census Bureau