



### PAST DUE NOTICE

Our records indicate that we have not received your **2016 Business R&D and Innovation Survey**. Your response is **REQUIRED BY LAW**. Title 13 United States Code, Sections 8(b), 131, and 182, and Title 42 United States Code, Sections 1861-76 (National Science Foundation Act of 1950, as amended) authorize this collection. The U.S. Census Bureau is required by Section 9 of the same law to keep your information **confidential** and can use your responses only to produce statistics. The Census Bureau is not permitted to publicly release your responses in a way that could identify your business, organization, or institution. Per the Federal Cybersecurity Enhancement Act of 2015, your data are protected from cybersecurity risks through screening of the systems that transmit your data.

Use the enclosed form as a worksheet prior to reporting online, or return the completed form in the enclosed envelope. Online reporting is encouraged due to cost savings and reduced processing times. If reporting online, please follow the steps below.

**Website:** <https://portal.census.gov>  
**Authentication Code:** Refer to form  
**Due Date:** 10 days from receipt of this notice

1. **Sign in OR register** at the website above.
2. **Add** your authentication code OR **locate** this report under "My Surveys."
3. **Report** by clicking on "REPORT NOW." You can return to your account over multiple sessions to complete.

**Have you recently submitted your survey?** You can verify your filing status by clicking on "Filing Status" which appears under "Options." Look for an entry under the "Date Received" column. It may take up to 48 hours for this field to be updated if submitting your report online, or up to 10 business days if returned by mail.

Can't find the help you need online? Call our toll-free customer help line at 1-844-825-7931, Monday through Friday, 8:00 a.m. to 4:45 p.m. Eastern time.

**Thank you** in advance for your time and cooperation, and for helping the U.S. Census Bureau measure America's people, places, and economy. Your response makes a difference.

Sincerely,

Kevin E. Deardorff  
Chief, Economic Reimbursable Surveys Division  
U.S. Census Bureau