

ECMU-L4P
(11-05-2018)



UNITED STATES DEPARTMENT OF COMMERCE
Economics and Statistics Administration
U.S. Census Bureau
Washington, DC 20233-0001

NOTICE OF FAILURE TO PROVIDE MANDATORY RESPONSE

Our records indicate that we have received some, but not all, of your **2017 Economic Census**. If you have submitted the remainder of your surveys within the past few weeks, **thank you** for your participation. You may verify your filing status by logging into your account at <https://portal.census.gov>.

If you have not yet reported, we remind you that your response is **REQUIRED BY LAW**. Title 13, United States Code (U.S.C.), Sections 131, 182, and 191, authorizes this collection. Section 224 requires your response. Section 9 requires that we keep your answers **STRICTLY CONFIDENTIAL**.

Although Title 13 (Section 224) and the Sentencing Reform Act of 1984 (18, U.S.C. 3559 and 3571) allow for possible prosecution of responsible officials and penalties up to \$5,000 (and still require response), **the U.S. Census Bureau prefers to work cooperatively with businesses like yours to ensure we gather and distribute reliable statistics about the U.S. economy**. We ask for your help in meeting that goal, recognizing that we are relying on your valuable time and effort to comply with this request.

Online reporting is easy, with a secure account set up necessary to begin the reporting process. For assistance with meeting the mandatory filing requirement, please contact our toll-free customer help line at 1-800-233-6136, Monday through Friday, 8:30 a.m. to 6:00 p.m. Eastern time.

Due Date:
Account Manager:

Your timely response will help save tax dollars by reducing the need for additional mailings and telephone calls. Please report within 10 days, following these steps:

1. **Sign in** to your existing account at <https://portal.census.gov>
2. **Locate** the 2017 Economic Census under "My Surveys."
3. **Click** "Options" and then "Filing Status."
4. **Review** the status of each report. Reports that do not have a date entry under the "Date Received" column are past due.
5. **Report** by clicking on "REPORT NOW."

After reporting, we invite you to review the useful data and analysis tools available to aid and inform businesses such as yours by visiting the Census Bureau's website at <https://www.census.gov/programs-surveys/economic-census.html>.

Thank you in advance for your time and participation.

Respectfully,

Nick Orsini
Associate Director for Economic Programs
U.S. Census Bureau



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