



A Message from the U.S. Census Bureau:

We request your cooperation with the **2017 Economic Census** of the U.S. Virgin Islands. The Economic Census is conducted every five years, and is the primary source of facts about the structure and functioning of the Nation's economy, as well as your island's economy. **Your participation is essential** to ensure an accurate and reliable measurement. Businesses like yours use Economic Census data to evaluate markets, prepare business plans, make business decisions, develop economic models and forecasts, and conduct economic research.

Use the enclosed form as a worksheet prior to reporting online, or return the completed form in the enclosed envelope. Online reporting is easy, and reduces cost and processing times.

Steps to report online:

1. **Sign in OR register** at <https://portal.census.gov>
2. **Add** your authentication code, which is printed on the front page of the form.
3. **Report** by clicking on "REPORT NOW." You can return to your account over multiple sessions to complete the survey.

YOUR RESPONSE IS REQUIRED BY LAW and will be kept strictly **CONFIDENTIAL**. We estimate this survey will take an average of 60 minutes to complete. Additional 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 1-888-872-8390, Monday through Friday, 8:30 a.m. to 6:00 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,

Ron S. Jarmin
Performing the Non-Exclusive Functions
and Duties of the Director

Enclosures

OMB Number

This collection has been approved by the Office of Management and Budget (OMB). The eight-digit OMB approval number is 0607-0937 and appears in the upper right corner of each reporting screen. Without this approval, we could not conduct this survey.

Authority and Confidentiality

Title 13, United States Code, Sections 131 and 191, authorize this collection. Section 224 requires your response. The U.S. Census Bureau is required by Section 9 of the same law to keep your information confidential and use your response 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.

Burden Estimate Statement

We estimate this survey will take an average of 60 minutes to complete, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.