M3UFO-L1
(02-24-2022)

UNITED STATES DEPARTMENT OF COMMERCE
U.S. Census Bureau
Office of the Director
Washington, DC 20233-0001

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

We request your participation with the **2021 Manufacturers' Unfilled Orders Survey**. This survey collects data on sales and unfilled orders for 2021 and 2020 from domestic manufacturing companies. The data collected will be used in the development of estimates of monthly unfilled orders in the Manufacturers' Shipments, Inventories, and Orders (M3) survey.

Please report company sales and unfilled orders for your total domestic manufacturing activities. The list of manufacturing activities to assist you in identifying the industry codes as defined by the 2017 North American Industry Classification System (NAICS) is posted on the website.

Authentication Code:
Due Date:
Account Manager:

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.

YOUR RESPONSE IS REQUIRED BY LAW and will be kept strictly **CONFIDENTIAL**. 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 301-763-1779, Monday through Friday, 7:00 a.m. to 4:30 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,

Robert L Santos

Robert L. Santos
Director

OMB Number

This collection has been approved by the Office of Management and Budget (OMB). The eight-digit OMB approval number is 0607-0561 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 131 and 182, authorizes this collection. Sections 224 and 225 require your response. The U.S. Census Bureau is required by Section 9 of the same law to keep your information confidential and 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.

Burden Estimate Statement

We estimate the time to complete the Manufacturers' Unfilled Orders Survey varies from 15 minutes for single divisional companies to 60 minutes for multi-divisional companies, with an average of 30 minutes. Factors such as company 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.