MRTS-L1
(03-07-2017)

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

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

Your firm has been selected to participate in the **Monthly Retail Trade Survey.** Data from this survey provide business leaders and policy makers with an up-to-date picture of the nation's economic condition, and are a key element in estimating the quarterly Gross Domestic Product (GDP).

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. Website and log in information can be found on the front page of the form. If you prefer to be contacted by fax or phone instead of mail, please contact a Census Bureau representative at the number below.

YOUR RESPONSE WILL BE KEPT STRICTLY CONFIDENTIAL. We estimate this survey will take an average of 7 minutes to complete. Additional information about the authority, confidentiality, and burden of this data collection can be found on the back of this letter.

If you need assistance completing this survey, please call our customer help line at 1-800-772-7852, Monday through Friday, 8:30 a.m. to 4:30 p.m. Eastern time.

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

Sincerely,



John H. Thompson
Director
U.S. Census Bureau

OMB Number

This collection has been approved by the Office of Management and Budget (OMB). The eight-digit OMB approval number is 0607-0717 and appears at the upper right of the survey form/login screen. Without this approval, we could not conduct this survey.

Authority and Confidentiality

Title 13 United States Code, Sections 131 and 182, authorizes the Census Bureau to conduct this collection and to request your voluntary assistance. 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.

Burden Estimate Statement

We estimate this survey will take an average of 7 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. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to:

EID Survey Comments 0607-0717
U.S. Census Bureau
4600 Silver Hill Road
Room EID-8K170
Washington, DC 20233

You may email comments to eid.retail.indicator.branch@census.gov. Be sure to use "EID Survey Comments 0607-0717" as the subject.