



PAST DUE NOTICE

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

Our records indicate that your **2013 Annual Retail Trade Report** has not been received. Summary statistics from this report give an up-to-date picture of U.S. economic activity in the retail trade sector and provide the nation's policymakers and business leaders with measures of this important economic sector.

In an effort to conduct this survey in a cost effective manner, we have developed an electronic reporting instrument that we are confident you will find easy to use. We have established an account for you where you can enter and save your response data during multiple on-line sessions, if needed. To access your account, please visit econhelp.census.gov/arts. Enter your unique User ID and Password when accessing the "Survey Log in" option.

Username:

Password:

This report is **MANDATORY** and was due by **March 28, 2014**. Title 13, United States Code, Sections 182, 224, and 225 require your participation. Section 9 of Title 13 requires that the Census Bureau keep this report **strictly confidential**. Your information is used only to develop summary statistics that do not reveal the individual activities of your company. Under the same law, information cannot be used for taxation, regulation, or investigation and are exempt from release under the Freedom of Information Act.

If you have any questions or concerns about completing this report, please visit us online at econhelp.census.gov/arts. While there, please use the "Self-Service Log in" option to print off a form, request a time extension, or verify your filing status. If you need help, please refer to the enclosed flyer, visit our website at bhs.econ.census.gov/bhs/arts/contactus.html or call us at 1-877-787-9860.

THANK YOU in advance for ensuring that the results of the 2013 Annual Retail Trade Report are comprehensive, timely, and reliable.

Enclosure