SAS-L1
(12-09-2015)

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

This is an official request from the United States Government.
The Office of Management and Budget (OMB) approval number for this collection is 0607-0422, which expires 12/31/2018.

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

The U.S. Census Bureau has selected your business to participate in the **2015 Annual Services Report.** Data compiled in the Census Bureau's Annual Services Report are part of the official statistics used to measure economic performance in the United States, and provide the nation's policymakers and business leaders like you with measures of this important economic sector.

Please report online using the information below and keep this letter for future reference:

Website: https://econhelp.census.gov/sas
User ID:
Password:
Due Date: March 8, 2016

Your response is required by law. Title 13, United States Code, Sections 131 and 182 authorizes this collection. Sections 224 and 225 require your participation. Section 9 of Title 13 requires that the Census Bureau keeps this report **strictly confidential.** Your information is only used to develop summary statistics that do not reveal the individual activities of your business. Under the same law, information cannot be used for taxation, regulation, or investigation and is exempt from release under the Freedom of Information Act. Public reporting burden for this collection of information is estimated to average 3-6 hours per response. You may use reasonable estimates if book figures are not readily available. On the back of this letter, you will find disclosure descriptions regarding Office of Management and Budget number, authority and confidentiality and burden estimate statement.

For additional information, visit us online at **https://econhelp.census.gov/sas.** While there, you can use the "Self-Service Log in" to check your filing status or request a time extension. If you need further assistance, please call us at 1-877-787-9860 (option 1), Monday through Friday, 8:00 a.m. to 5:00 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 our economy. Your response makes a difference.

Sincerely,

John H. Thompson
Director
U.S. Census Bureau

OMB Number and Expiration

You are not required to respond to this collection of information if it does not display a valid approval number from the Office of Management and Budget (OMB). The eight-digit OMB number is 0607-0422 and appears in the upper right corner of the electronic instrument screen.

Authority and Confidentiality

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Burden Estimate Statement

Public reporting burden for this collection of information is estimated to average 3-6 hours per response, 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: ECON Survey Comments 0607-0422, U.S. Census Bureau, 4600 Silver Hill Road, Room EMD-6K064, Washington, DC 20233. You may e-mail comments to ECON.Survey.Comments@census.gov. Be sure to use ECON Survey Comments 0607-0422 as the subject.