



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

Your office has been a valuable part of our annual survey of building or zoning permits. We appreciate your participation and thank you for it. The monthly and annual surveys together have been publishing national information on new housing units authorized since 1959. In order to ensure the quality of all of the estimates we produce using building permit data, we periodically revise which jurisdictions are collected as part of the monthly survey. At this time, we are requesting your jurisdiction begin reporting monthly rather than annually.

Beginning in 2024, we will be requesting your data at the beginning of each month. You should have already received a request for 2023 annual data at the beginning of 2024 to complete 2023 reporting. Going forward, if your monthly response is complete for the reporting year you will not be asked to complete an annual report.

The U.S. Census Bureau's mission is to serve as the leading source of quality data about the nation's people and economy. It also produces monthly estimates of construction of new housing units, the largest component of the construction industry and one of the key economic indicators for the country. We also use your data to produce population estimates at the local government level. The population estimates are used by government agencies to allocate funding and other resources to your local area and for various planning purposes. Data users rely on your detailed geographic data to monitor growth and develop production and marketing strategies.

Please complete the online survey using the following login information:

Reference Period:

Website:

Username:

Password:

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 visit www.census.gov/permitsfaq, or call the Survey Processing Branch at 1-800-845-8249, Monday through Friday, 8:00 a.m. to 5:30 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,

A handwritten signature in black ink that reads "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 0607-0094 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 the Census Bureau to conduct this collection and request your voluntary assistance. These data are subject to provisions of Title 13, United States Code, Section 9(b), which exempts data that are customarily provided in public records from rules of confidentiality.

Burden Estimate Statement

We estimate the Building Permits Survey will take an average of 8 minutes to complete for those that report monthly and 23 minutes to complete for those that report annually. 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.