



PAST DUE NOTICE

Our records indicate that we have not received your **Quarterly Services Survey**, which is estimated to take between 10 and 15 minutes to complete. Please complete the survey online using the following information:

Authentication Code:

Due Date:

1. **Sign in OR register** at <https://portal.census.gov>
2. **Add** your authentication code **OR locate** this report under “My Surveys.”
3. **Report** by clicking on “REPORT NOW.” You can return to your account over multiple sessions to complete the survey.

If you recently reported, you can verify your filing status by clicking on “Options” and then “Filing Status.” Look for an entry under the “Date Received” column.

YOUR RESPONSE WILL BE KEPT STRICTLY CONFIDENTIAL. The U.S. Census Bureau is required by Title 13, United States Code, Section 9, 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.

For assistance with completing this survey, please sign into your Census Bureau account or call our customer help line at 1-800-772-7851, Monday through Friday, 8:30 a.m. to 5:00 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, places, and economy.

Sincerely,

A handwritten signature in black ink that reads "Stephanie L. Studds". The signature is fluid and cursive.

Stephanie L. Studds
Chief, Economic Indicators Division
U.S. Census Bureau

The information contained in this facsimile is privileged and/or confidential information and intended only for the use of the individual or entity named. If the reader of this message is not the intended recipient, or the employers or agency responsible to deliver to the intended recipient, you are hereby notified that any dissemination, distribution, or copying of this communication is strictly prohibited. If you receive this transmittal in error, or did not receive a complete transmission, please immediately notify the sender by telephone at 1-800-327-4389 (select option 3) between 8:30 a.m. and 4:30 p.m. Eastern time.