

QSS-L3
(05-04-2020)



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

The Office of Management and Budget (OMB) approval number for the Quarterly Services Survey is 0607-0907.

We are requesting your response to the latest **Quarterly Services Survey**. If you have recently submitted your survey online, **thank you**. If you have not yet submitted your survey, please complete the survey online using the following information:

Reporting Period:
Authentication Code:

1. **Create** a Census Bureau account at <https://portal.census.gov>
2. **Add** your authentication code
3. **Report** by clicking on "REPORT NOW"

Special notice: Our operations to mail, receive, and process paper forms are not available at this time. Most respondents already provide data online and we thank those of you that do and only ask you to continue to do so. Online reporting is the easiest, quickest, most reliable way to respond at this time.

Because of the recent Coronavirus (COVID-19) outbreak, we realize you may not have immediate access to the records you need to provide exact responses to the questions in this survey. If this is the case, we accept your best estimate.

RESPONSES ARE 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 your survey, please call us at 1-800-772-7851, Monday through Friday, 8:30 a.m. to 5:00 p.m. Eastern time. You may be asked to leave a voice mail message in lieu of speaking with a person, and we will return your call as soon as possible.

Thank you in advance for your time and participation, and for helping the U.S. Census Bureau measure America's people and economy.

Sincerely,

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

**U.S. DEPARTMENT OF COMMERCE
U.S. Census Bureau**

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