

## Initial Letter – with Date and Census Seal and Logo letterhead

Dear Resident:

Your address has been randomly selected by the U.S. Census Bureau to participate in the **2016 Census Test**. The Census Bureau conducts this important, 10-minute survey to help make the 2020 Census easier, more convenient, and less costly.

Results from the 2020 Census will be used to:

- Allocate resources for schools, health services, and new business development
- Prepare your community to meet transportation and emergency readiness needs
- Help ensure the political representation of your community

Respond by April 1 at <https://survey.census.gov/censustest>

The Census Bureau is using the Internet [instead of paper forms mailed to you](#) to securely collect this information, to conserve natural resources, save taxpayer money, and process data more efficiently. If you are unable to complete the survey online, we will send you a paper questionnaire in a few weeks for you to complete and mail back.

The census is so important that your response is required by U.S. law, and your answers are completely confidential. If you don't respond, we will need to send a Census Bureau interviewer to your home to collect your answers in person. If you need help completing the survey, please call 1-866-226-2836 toll-free.

Thank you in advance for your prompt response.

Sincerely,

John H. Thompson  
Director, U.S. Census Bureau

To respond to the 2016 Census Test online go to <https://survey.census.gov/censustest> or call 1-888-262-5931. *[In Spanish]*

DRAFT Materials - Reingold Version

*\*\*On front of envelope in a box: Your response to the U.S. Census Bureau is required by law.*

## **Your Answers Are Confidential**

The Census Bureau is required by U.S. law to keep your answers confidential. This means that the Census Bureau cannot give out information that identifies you or your household to anyone, including other government agencies. The Census Bureau chose your address, not you personally, as part of a randomly selected sample.

We are conducting this survey under the authority of Title 13, United States Code, Sections 141 and 193. Federal law protects your privacy and keeps your answers confidential (Title 13, United States Code, Sections 9 and 214).

For more information about this survey, visit [www.census.gov/2016censustest](http://www.census.gov/2016censustest).

For more information about how we protect your information, please visit our website at [www.census.gov](http://www.census.gov) and click on “Data Protection & Privacy Policy.”

**Reminder Postcard (or Letter) – with Date and Census Seal and Logo letterhead**

Dear Resident:

Last week, you should have received instructions for completing the **2016 Census Test** online. Local communities depend on information from the census to fund programs that promote the well-being of families and children as well as equal employment opportunities for you and your neighbors. If you have not already responded, please complete this short 10-minute survey now.

Respond now at **<https://survey.census.gov/censustest>**

If we do not receive your response online, we will mail a paper questionnaire to your address in a few weeks.

Your response is critically important to your local community and your country and is required by law. Responding promptly will prevent your receiving phone calls or personal visits from Census Bureau interviewers.

By law, your answers are confidential. The Census Bureau cannot give out information that identifies you or your household to anyone, including other government agencies.

If you need help completing your survey, please call 1-866-226-2836 toll-free.

Sincerely,

John H. Thompson  
Director, U.S. Census Bureau

To respond to the 2016 Census Test online go to  
**<https://survey.census.gov/censustest>** or call 1-888-262-5931. *[In Spanish]*

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**Second Reminder (Postcard) – with Date and Census Seal and Logo letterhead**

**Now is the time to respond.**

The U.S. Census Bureau sent you several requests to complete the **2016 Census Test**. If you have not already responded, it is imperative that you complete this 10-minute survey now. Information from the census is used to help your community get the affordable housing, services for the elderly, and education programs it needs.

Respond now at **<https://survey.census.gov/censustest>**

Help us conserve natural resources, process data more efficiently, and save taxpayer money by responding online. You are required by U.S. law to respond to this survey.

If you are unable to respond online, we will send you a paper questionnaire next week. Otherwise, a Census Bureau interviewer may visit you to complete the survey.

The Census Bureau is required, by law, to keep your answers confidential. Your information will not be shared with anyone, including other government agencies.

If you need help completing your survey, please call 1-866-226-2836 toll-free.

Sincerely,

John H. Thompson  
Director, U.S. Census Bureau

To respond to the 2016 Census Test go to **<https://survey.census.gov/censustest>** or call 1-888-262-5931. *[In Spanish]*

*\*\*On front of postcard in box: Your response to the U.S. Census Bureau is required by law.*



## Mail Questionnaire Letter – with Date and Census Seal and Logo letterhead

Dear Resident:

A few weeks ago, the U.S. Census Bureau sent instructions for completing the **2016 Census Test** online. If you have already completed the survey, you do not need to take any further action. If you have not already responded to this important, 10-minute survey, please do so now.

### Complete the survey using **ONLY ONE** of the following options:

- Respond online at **<https://survey.census.gov/censustest>**. You will need to provide your 14-digit User ID, which is printed just below the bar code on the back of the enclosed form.
- If you are unable to respond online, fill out and mail back the enclosed form in the postage paid envelope provided.

**Your response is important to your community.** You are required by U.S. law to respond to this survey. It is vital that you complete this survey to help meet critical needs in your area – including helping to put roads, parks, and hospitals where they are needed most.

If you do not respond promptly, a Census Bureau interviewer may contact you to complete the survey.

**Your answers are completely confidential.** By law, the Census Bureau cannot publish or release information that would identify you or your household to anyone, including other government agencies. If you need help completing the survey or have questions, please call our toll-free number 1-866-226-2836.

Thank you for your prompt response.

Sincerely,

John H. Thompson  
Director, U.S. Census Bureau

To respond to the 2016 Census Test online go to  
**<https://survey.census.gov/censustest>** or call 1-888-262-5931. *[In Spanish]*

*\*\*On front of envelope in a box: Your response to the U.S. Census Bureau is required by law. We have not yet received your response.*

## **Your Answers Are Confidential**

The Census Bureau is required by U.S. law to keep your answers confidential. This means that the Census Bureau cannot give out information that identifies you or your household to anyone, including other government agencies. The Census Bureau chose your address, not you personally, as part of a randomly selected sample.

We are conducting this survey under the authority of Title 13, United States Code, Sections 141 and 193. Federal law protects your privacy and keeps your answers confidential (Title 13, United States Code, Sections 9 and 214).

For more information about this survey, visit [www.census.gov/2016censustest](http://www.census.gov/2016censustest).

For more information about how we protect your information, please visit our website at [www.census.gov](http://www.census.gov) and click on “Data Protection & Privacy Policy.”