

**1.a. Advance Prompt Version 1:** Single Regular

Subject: Report your **March 2017** employment

Current Employment Statistics is now collecting **March 2017** data for report number **123456789**.

Please go to <https://cesdata.bls.gov/CESLite/?respondent=123456789> and submit your information by **Friday, March 31, 2017**.

**Payroll won't be available by March 31?** No problem, simply report as soon as your payroll is available (even if it is after March 31). You can ignore additional reminders until your data are ready to report.

If you have any questions please contact us at [ceswebhelp@bls.gov](mailto:ceswebhelp@bls.gov) or 1-800-827-2005.

Thank you for your cooperation.

CES Web Team  
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1-800-827-2005



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**1.b. Advance Prompt Version 2: Single Regular Outgoing**

Subject: Report your **March 2017** Employment

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This is your final month of participation in the CES Survey for report **123456789**. You may continue to receive requests for other report numbers.

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**1.c. Advance Prompt Version 3: Single “Offer” Outgoing**

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This is your final month of participation in the CES Survey for report **123456789**. However, you may continue to receive requests for other report numbers or be contacted by a State workforce agency to continue reporting.

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**2.a. NRP Prompt Version 1: Single Regular**

Subject: Urgent: Report your **March 2017** Employment

CES Report: **123456789**

Note: This is just a reminder to report your data as soon as they become available.

As of today, our records show that we have not received your employment data for **March 2017**. Your submission helps ensure that we produce high quality monthly estimates of employment used by businesses, policymakers, private citizens, and other key decisionmakers.

Please go to <https://cesdata.bls.gov/CESLite/?respondent=123456789> and submit your information as soon as possible. If you have already reported, please disregard this message.

**Payroll not ready yet?** No problem, please save this message until your payroll information is available.

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**2.b. NRP Prompt Version 2: Single Regular Outgoing**

Subject: Urgent: Report your **March 2017** Employment

CES Report: **123456789**

As of today, our records show that we have not received your employment data for **March 2017**. Your submission helps ensure that we produce high quality monthly estimates of employment used by businesses, policymakers, private citizens, and other key decisionmakers.

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**2.c. NRP Prompt Version 3: Single "Offer" Outgoing**

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3.a. **Last Chance Prompt Version 1**: Single Regular

Subject: Last Chance: Report your **March 2017** Employment

CES Report: **123456789**

This is your last chance to report your **March 2017** employment data so they can be included in our **March 2017** estimates. Your submission helps ensure that we produce high quality monthly estimates of employment used by businesses, policymakers, private citizens, and other key decisionmakers.

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**3.b. Last Chance Prompt Version 2: Single Regular Outgoing**

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CES Report: **123456789**

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4.a. **2nd Closing Prompt Version 1**: Single Regular

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**4.b. 2nd Closing Prompt Version 2: Single Regular Outgoing**

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CES Report: **123456789**

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4.c. **2nd Closing Prompt Version 3**: Single “Offer” Outgoing

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