



**UNITED STATES DEPARTMENT OF COMMERCE**  
**Economics and Statistics Administration**  
**U.S. Census Bureau**  
Washington, DC 20233-0001

Dear Survey Coordinator,

In an effort to conserve resources, the initial mailing for the 2013 **Business R&D Survey** does not contain a survey booklet. All of the electronic tools necessary to complete your company's report are available at the Census Bureau's Business Help Site: [econhelp.census.gov/brdscr](http://econhelp.census.gov/brdscr).

This national survey collects information from businesses operating in the U.S. and is the single most important source of up-to-date information on business research and development in the United States. Accurate information about R&D will help leaders in the public and private sectors make better decisions to strengthen American competitiveness.

This survey is **mandatory and confidential**. Your company's response is required by law under Title 13 of the U.S. Code. Title 13 also protects the confidentiality for all of your company's information. Only persons sworn to protect Title 13 information may see your responses.

You can **file your survey online** through the Business Help Site. Your User ID and Password are:

User ID:

Password:

**Electronic versions** of the survey form (Excel and PDF) can be downloaded and distributed to others in your company to facilitate the preparation of your company's response. These files are available from the Business Help Site.

Your survey information will be aggregated to produce summary statistics for reports produced by the National Science Foundation (NSF). You can learn more about the ways the data collected by this survey are used at <http://www.nsf.gov/statistics/srvyindustry/about/brdis/how.cfm>.

Your company's response is **due 30 days from receipt**. If you need assistance or would like to request that a paper booklet be mailed to your company, please call our survey analysts at 1-800-772-7851, option '5', between 8:00 am and 5:00 pm Eastern time, Monday through Friday.

A small percentage of respondents to this survey may be asked to report additional detail on a follow-up survey. This detail is needed to produce comprehensive national statistics.

Thank you in advance for your timely response. Your company's response provides critical information on investments in our nation's future.

Sincerely,

John R. Gawalt  
Director  
National Center for Science and Engineering Statistics  
National Science Foundation

Mendel D. Gayle  
Chief  
Manufacturing and Construction Division  
U.S. Census Bureau

Enclosures

**The Business R&D Survey is conducted under a joint partnership agreement between the National Science Foundation and the U.S. Census Bureau.**