

PLEASE TYPE INFORMATION

FORM **BC-1869(EF)**
(10-5-2006)

U.S. DEPARTMENT OF COMMERCE
ECONOMICS AND STATISTICS ADMINISTRATION
U.S. CENSUS BUREAU

Geographically Updated Population Certification Program (GUPCP) Request

Section I – CONTACT INFORMATION – (Complete items 1–8)

1. Today's date		2. No. of certificates requested	
3a. Governmental unit or Entity name		b. County(ies)	c. Name of highest elected official for this Governmental Unit or Entity
4a. Contact name			
b. Address 1			
c. Address 2			
d. City		e. State	f. ZIP Code
g. Telephone number		h. Fax number	
i. E-mail address			
5a. Type of action causing the certification request: <input type="checkbox"/> New incorporation <input type="checkbox"/> Annexation <input type="checkbox"/> Other – <i>Specify</i> _____ <input type="checkbox"/> Merger/Consolidation <input type="checkbox"/> De-annexation		b. Effective date of action (mm/dd/yy):	
6a. Type of certification requested: <input type="checkbox"/> Annual <input type="checkbox"/> Expedited (See instructions BEFORE answering.)		b. If expedited, date certification needed (mm/dd/yy)	
7. Were the boundaries included in the requested population certification reported in the current or previous year's Boundary and Annexation Survey? (See instructions BEFORE answering.) <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not sure			
8. Legal Disputes: If it comes to the attention of the U.S. Census Bureau that an area of land is in dispute between two or more jurisdictions, the Census Bureau will not process your GUPCP request until there is a final disposition of the matter in dispute and the parties come to written agreement, or there is a documented <i>final</i> court decision regarding the matter/dispute. If you have questions concerning this, please contact the Census Bureau's Legal Office at 301-763-2918.			
Where to send this request (If you have any questions, please phone 301-763-INFO (4636)).			
E-mail to: MSO.Certify@census.gov (Attach form)		Fax to: Customer Services Center/MSO 301-763-3842	
Price/Case No.	Customer approval <input type="checkbox"/> Yes <input type="checkbox"/> No	Initials	Date

Section II – FOR INTERNAL USE ONLY – Do NOT write below this line

Line 1	MSO tracking number	Date received
Line 2	Product ID	Order No.
Line 3	Additional certificates	Comments
Line 4	Date product sent to customer	FedEx tracking code

Remarks:

NOTE: Failure to meet set deadlines may result in increased costs to the customer.