



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

Washington, DC 20233-0001

The Office of Management and Budget (OMB) approval number for the Report of Building or Zoning Permits Issued for New Privately-Owned Housing Units is 0607-0094.

A Message from the U.S. Census Bureau:

We are requesting your participation in completing the Form C-404, "Report of Building or Zoning Permits Issued for New Privately-Owned Housing Units." Earlier this year, we mailed a letter containing your log-in information for online reporting to your municipality. At the time of this mailing, we had not yet received your reply. We need your summary data to complete our statistics on the number and valuation of residential housing units authorized by building or zoning permits for the 2025 calendar year. We are enclosing a form in case the previously sent letter did not reach you or you are unable to report online. If your office has changed status (i.e. no longer requires permits or has merged with another office), please select the appropriate change and provide the requested information.

Website and log-in information to report online can be found on the front page of the form. Online reporting is easy, reduces costs, and decreases processing times. You may elect to return the completed form by fax or mail.

The U.S. Census Bureau's mission is to serve as the leading source of quality data about the nation's people and economy. It also produces estimates of construction of new housing units, the largest component of the construction industry. We also use your data to produce population estimates at the local government level. The population estimates are used by government agencies to allocate funding and other resources to your local area and for various planning purposes. Data users rely on your detailed geographic data to monitor growth and develop production and marketing strategies.

We estimate this survey will take an average of 23 minutes to complete for those that report annually.

For assistance with completing this survey, please visit www.census.gov/permitsfaq, or call the Survey Processing Branch at 1-800-845-8249, Monday through Friday, 8:00 a.m. to 5:30 p.m. Eastern time.

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

Sincerely,

Lisa E. Donaldson
Assistant Associate Director for Economic Programs
U.S. Census Bureau