APPENDIX E.
Facsimiles of Respondent Instructions and Questionnaire Pages

Your Guide for the

1990
U.S. Census Form

This guide gives helpful information on filling out your census form. If you need more help, call the local U.S. census office. The telephone number is on the cover of the questionnaire. After you have filled out your form, please return it in the envelope we have provided.

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CENSUS '90

U.S. DEPARTMENT OF COMMERCE
JOURNAL OF THE CENSUS

D4
How to Fill Out Your Census Form

Please use a black lead pencil only. Black lead pencil is better to use than ballpoint or other pens. Most questions ask you to fill in the circle, or to print the information. See Example below.

Make sure you print answers for everyone in this household. If someone in the household, such as a roommate or boarder, does not want to give you all the information for the form, print at least the person’s name and answer questions 2 and 3. A census taker will call to get the other information directly from the person.

There may be a question you cannot answer exactly. For example, you might not know the age of an elderly person or the price far which your house would sell. Ask someone else in your household; if no one knows, give your best estimate.

Instructions for individual questions begin on page 3 of this guide. They will help you understand the questions and answer them correctly.

If you have a question about filling out the census form or need assistance, call the local U.S. census office. The telephone number is given on the cover of the questionnaire.

If you do not mail back your census form, a census taker will be sent out to assist you. It saves time and your taxpayer dollars if you fill out the form yourself and mail it back.

Example

<table>
<thead>
<tr>
<th>Age</th>
<th>Year of birth</th>
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<tbody>
<tr>
<td>00</td>
<td>1949</td>
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<td>01</td>
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<td>10</td>
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<td>30</td>
<td>1980</td>
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<td>40</td>
<td>1990</td>
</tr>
</tbody>
</table>

Your Answers Are Confidential

The law authorizing the census (Title 13, U.S. Code) also provides that your answers are confidential. No one except census workers may see your completed form and they can be fined and/or imprisoned for any disclosure of your answers. Only after 72 years can your individual census form become available to other government agencies (whether federal, state, county, or local). Until then, no other person or business can see your individual report.

The same law that protects the confidentiality of your answers requires that you provide the information asked in this census to the best of your knowledge.

Information collected from the decennial census is used for a variety of statistical purposes. Census information is used to find out where funding is most needed for schools, health centers, highways, and other services. Census results are used by members of public and private groups—including community organizations—and by businesses and industries, as well as by agencies at all levels of government.

Instructions for Questions 1a through 7

1a. List everyone who lives at this address in question 1a. If you are not sure if you should list a person, see the rules on page 1 of the census form. If you are still not sure, answer as best you can and fill in “Yes” for question H1a or H1b, as appropriate.

If there are more than seven people in your household, please list all the persons in question 1a. Complete the form for seven people, and mail it back in the enclosed envelope. A census taker will call to obtain the information for the additional persons.

b. If everyone listed in question 1a usually lives at another address(es), print the address(es) in 1b.

2. Fill one circle to show how each person is related to the person in column 1.

If Other relative of the person in column 1, print the exact relationship such as son-in-law, daughter-in-law, grandparent, nephew, niece, mother-in-law, father-in-law, cousin, and so on.

If the Stepson/stepdaughter of the person in column 1 also has been legally adopted by the person in column 1, mark Stepson/stepdaughter but do not mark Natural-born or adopted son/daughter. In other words, Stepson/stepdaughter takes precedence over Adopted son/daughter.

4. Fill one circle for the race each person considers himself/herself to be.

If you fill the Indian (Amex.) circle, print the name of the tribe or tribes in which the person is enrolled. If the person is not enrolled in a tribe, print the name of the principal tribe.

If you fill the Other API circle (under Asian or Pacific Islander [API]), only print the name of the group to which the person belongs. For example, the Other API category includes persons who identify as Burmese, Fijian, Hmong, Indonesian, Laotian, Bangladeshi, Pakistani, Tongan, Thai, Cambodian, Sri Lankan, and so on.

If you fill the Other race circle, be sure to print the name of the race. If the person considers himself/herself to be: White, Black or Negro, Eskimo or Aleut, fill one circle only. Please do not print the race in the boxes.

The Black or Negro category also includes persons who identify as African-American, Afro-American, Haitian, Jamaican, West Indian, Nigerian, and so on.

All persons, regardless of citizenship status, should answer this question.

5. Print age of last birthday in the space provided (print “00” for babies less than 1 year old). Fill in the matching circle below each box. Also, print year of birth in the space provided. Then fill in the matching circle below each box. For an illustration of how to complete question 5, see the Example on page 2 of this guide.

6. If the person’s only marriage was annulled, mark Never married.

7. A person is of Spanish/Hispanic origin if the person’s origin (ancestry) is Mexican, Mexican-American, Chicano, Puerto Rican, Cuban, Argentinean, Colombian, Costa Rican, Dominican, Ecuadorian, Guatemalan, Honduran, Nicaraguan, Peruvian, Salvadoran, from other Spanish-speaking countries of the Caribbean or Central or South America, or from Spain.

If you fill the Yes, other Spanish/Hispanic circle, print one group.

A person who is not of Spanish/Hispanic origin should answer this question by filling in the No (not Spanish/Hispanic) circle. Note that the term “Mexican-American” refers only to persons of Mexican origin or ancestry.

All persons, regardless of citizenship status, should answer this question.

Instructions for Question H1a through H1b

1a. Refer to the list of persons you entered in question 1a on page 1. If you left anyone out of your list because you were not sure if the person(s) should be listed, answer question H1a as Yes. Then enter the name(s) and reason(s) why you did not list the person(s) on the lines provided. Otherwise, answer question H1a as No.

b. If you included anyone on your list even though you were not sure that you should list the person(s), answer question H1b as Yes. Then enter the name(s) and reason(s) why you listed the person(s) on the lines provided. Otherwise, answer question H1b as No.

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FACSIMILES OF RESPONSIVE INSTRUCTIONS AND QUESTIONNAIRE PAGES
Instructions for Questions H2 through H7b

H2. Fill only one circle.

Count all occupied and vacant apartments in the house or building. Do not count stores or office space.

Detached means there is open space on all sides, or the house is joined only to a shed or garage. Attached means that the house is joined to another house or building by at least one wall that goes from ground to roof. An example of a one-family house attached to one or more houses is a house in a row of houses attached to one another.

A mobile home or trailer that has had one or more rooms added or built onto it should be counted as a one family detached house; a porch or shed is not considered a room.

H3. Count only whole rooms in your house, apartment, or mobile home used for living purposes, such as living rooms, dining rooms, kitchens, bedrooms, finished recreation rooms, family rooms, etc. Do not count bathrooms, kitchenettes, strip or pullman kitchens, utility rooms, lofts, halls, half-rooms, porches, balconies, unfinished attics, unfinished basements, or other unfinished space used for storage.

H4. Housing is owned if the owner or co-owner lives in it. Mark Owned by you or someone in this household with a mortgage or loan if the house, apartment, or mobile home is mortgaged or there is a contract to purchase. Mark Owned by you or someone in this household free and clear (without a mortgage) if there is no mortgage or other debt. If the house, apartment, or mobile home is owned but the land is rented, mark this question to show the status of the house, apartment, or mobile home.

Mark Rented for cash rent if any money rent is paid, even if the rent is paid by persons who are not members of your household, or by a federal, state, or local government agency.

Mark Occupied without payment of cash rent if the unit is not owned or being bought by the occupants and if money rent is not paid or contracted. The unit may be owned by friends or relatives who live elsewhere and who allow occupancy without charge. A house or apartment may be provided as part of wages or salary. Examples are: caretaker's or janitor's house or apartment; parsonages; tenant farmer or sharecropper houses for which the occupants do not pay cash rent; or military housing.

H5a. Answer H5a and H5b if you live in a one-family house or a mobile home; include only land that you own or rent.

b. A business is easily recognized from the outside; for example, a grocery store or barbershop. A medical office is a doctor's or dentist's office regularly visited by patients.

H6. If this is a house, include the value of the house, the land it is on, and any other structures on the same property. If the house is owned but the land is rented, estimate the combined value of the house and the land. If this is a condominium unit, estimate the value for your house or apartment including your share of the common elements. If this is a mobile home, include the value of the mobile home and the value of the land. If you rent the land, estimate the value of the rented land and add it to the value of the mobile home.

H7a. Report the rent agreed to or contracted for, even if the rent for your house, apartment, or mobile home is unpaid or paid by someone else.

If rent is paid: Multiply rent by: If rent is paid: Divide rent by:
By the day .......... 30 4 times a year ......... 3
By the week .......... 4 2 times a year .......... 6
Every other week .... 2 Once a year .......... 12

b. Answer Yes if meals are included in the monthly rent payment, or you must contract for meals or a meal plan in order to live in this building.

Instructions for Questions H8 through H19b

H8. The person listed in column 1 refers to the person listed in the first column on page 2. This person should be the household member (or one of the members) in whose name the house, apartment, or mobile home is owned, being bought, or rented. If there is no such person, any adult household member can be the person in column 1. Mark when this person last moved into this house, apartment, or mobile home.

H9. Include all rooms intended to be used as bedrooms in this house, apartment, or mobile home, even if they are currently being used for other purposes.

H10. Mark Yes, have all three facilities if you have all the facilities mentioned; all facilities must be in your house, apartment, or mobile home, but not necessarily in the same room. Consider that you have hot water even if you have it only part of the time. Mark No if any of the three facilities is not present.

H11. The kitchen sink, stove, and refrigerator must be located in the building but do not have to be in the same room. Portable cooking equipment is not considered as a range or cookstove.

H12. Answer Yes only if the telephone is located in your house, apartment, or mobile home.

H13. Count company cars (including police cars and taxicabs) and company trucks of one-ton capacity or less if they are regularly kept at home and used by household members for nonbusiness purposes. Do not count cars or trucks permanently out of working order.

H14. Fill the circle for the fuel used most to heat your house, apartment, or mobile home. In buildings containing more than one apartment, you may obtain this information from the owner, manager, or janitor.

Solar energy is provided by a system that collects, stores, and distributes heat from the sun. Other fuel includes any fuel not separately listed; for example, purchased stoves, fuel briquettes, waste material, etc.

H15. If a well provides water for five or more houses, apartments, or mobile homes, mark A public system. If a well provides water for four or fewer houses, apartments, or mobile homes, fill in the circles for Individual well.

Drilled wells, or small diameter wells, are usually less than 1½ feet in diameter. Dog wells are generally hand dug and are larger than 1½ feet wide.

H16. A public sewer may be operated by a government body or private organization. A septic tank or cesspool is an underground tank or pit used for disposal of sewage.

H17. Fill the circle corresponding to the period in which the original construction was completed, not the time of any later remodeling, additions, or conversions. In buildings containing more than one apartment, the owner, manager, or janitor may be of help in determining when the building was built.

If you live in a houseboat or a trailer or mobile home, fill in the circle corresponding to the model year in which it was manufactured. If you do not know the period when the building was first constructed, fill in the circle for Don't know.

H18. A condominium is a type of ownership in which the apartments, houses, or mobile homes in a building or development are individually owned, but the common areas, such as lobbies, halls, etc., are jointly owned. Cooperative occupants should mark No.

H19a. Answer H19a and H19b if you live in a one-family house or mobile home.

b. This property is the acreage on which the house is located; it includes adjoining land you rent for your use. Report sales made in 1989 from this property by you or previous occupants.
Instructions for Questions H20 through H26

H20. If your house or apartment is rented, enter the costs for utilities and fuels only if you pay for them in addition to the rent entered in H7a.

If you live in a condominium, enter the costs for utilities and fuels only if you pay for them in addition to your condominium fee.

If your fuel and utility costs are already included in your rent or condominium fee, fill the Included in rent or in condominium fee circle. Do not enter any dollar amounts.

The amounts to be reported should be the total amount for the past 12 months. Estimate as closely as possible when exact costs are not known. If you have lived in this house or apartment less than 1 year, estimate the yearly cost.

Report amounts even if your bills are unpaid or paid by someone else. If the bills include utilities or fuel costs also by another apartment or a business establishment, include the amounts for your own house or apartment. If gas and electricity are billed together, enter the combined amount on the electricity line and bracket [ ] the two utilities.

H21. Report taxes for all taxing jurisdictions (city, town, county, state, school district, etc.) even if they are included in your mortgage payment, not yet paid or paid by someone else, or delinquent. Do not include taxes paid due from previous years.

H22. When premiums are paid on other than a yearly basis, convert to a yearly basis. Enter the yearly amount even if no payment was made during the past 12 months.

H23a. The word mortgage is used as a general term to indicate all types of loans that are secured by real estate.

b. Enter a monthly amount even if it is unpaid or paid by someone else. If the amount is paid on some other periodic basis, use the instructions for H7a to change it to a monthly amount.

Include payments on first mortgages and contracts to purchase only. Payments for second or junior mortgages and home equity loans should be reported in H24b.

H24a. A second or junior mortgage or home equity loan is secured by real estate.

b. Enter a monthly amount even if it is unpaid or paid by someone else. If the amount is paid on some other periodic basis, use the instructions for H7a and change it to a monthly amount. Include payments on all second or junior mortgages or home equity loans.

H25. A condominium fee is normally assessed by the condominium owners' association for the purpose of improving and maintaining the common areas.

Enter a monthly amount even if it is unpaid or paid by someone else. If the amount is paid on some other periodic basis, use the instructions for H7a on how to change it to a monthly amount.

H26. Report amount even if your bills are unpaid or paid by someone else.

Include payments for personal property taxes, land or site rent, registration fees and license fees. Do not include real estate taxes already reported in H21. The amount to be reported should be the total amount for an entire 12-month billing period even if made in two or more installments. Estimate as closely as possible when exact costs are not known.

Instructions for Question 8

8. For persons born in the United States:

Print the name of the State in which this person was born. If the person was born in Washington, D.C., print District of Columbia. If the person was born in a U.S. territory or commonwealth, print Puerto Rico, U.S. Virgin Islands, Guam, American Samoa, or Northern Mariana.

For persons born outside the United States:

Print the name of the foreign country or area where the person was born. Use current boundaries, not boundaries at the time of the person's birth. Specify whether Northern Ireland or the Republic of Ireland (Eire); East or West Germany; North or South Korea; England, Scotland, or Wales (not Great Britain or United Kingdom); Spain; the particular country or island in the Caribbean (not, for example, West Indies).

Instructions for Questions 9 through 13

9. A person should fill the Yes, U.S. citizen by naturalization circle only if he/she has completed the naturalization process and is now a United States citizen. If the person was born in Puerto Rico, Guam, the U.S. Virgin Islands, or Northern Marianas, he/she should fill the Yes, born in Puerto Rico, Guam, the U.S. Virgin Islands, or Northern Marianas circle. If the person was born outside the United States (or at sea) and has at least one American parent, he/she should fill the Yes, born abroad of American parent or parents circle.

10. If the person has entered the United States that is, the 50 states and the District of Columbia) more than once, fill the circle for the latest year he/she came to stay.

11. Do not include enrollment in a trade or business school, company training, or tutoring unless the course would be accepted for credit at a regular elementary school, high school, or college.

A public school is any school or college that is controlled and supported primarily by a local, county, State, or Federal Government. Schools are private if supported and controlled primarily by religious organizations or other private groups.

12. Mark the category for the highest grade or level of schooling the person has successfully completed or the highest degree the person received. If the person is enrolled in school, mark the category containing the highest grade completed (the grade previous to the grade in which enrolled). Schooling in foreign or overseas schools should be reported as the equivalent level of schooling in the regular American school system.

Persons who completed high school by passing an equivalency test, such as the General Educational Development (GED) examination, and did not attend college, should fill the circle for high school graduate.

Do not include vocational certificates or diplomas from vocational, trade, or business schools or colleges unless they were college level associate degrees or higher.

Some examples of professional school degrees include medicine, dentistry, chiropractic, optometry, osteopathic medicine, pharmacy, podiatry, veterinary medicine, law, and theology. Do not include barber school, cosmetology, or other training for a specific trade.

Do not include honorary degrees awarded by colleges and universities to individuals for their accomplishments. Include only "earned" degrees.

13. Print the ancestry group. Ancestry refers to the person's ethnic origin or descent, "roots," or heritage. Ancestry also may refer to the country of birth of the person or the person's parents or ancestors before their arrival in the United States. All persons, regardless of citizenship status, should answer this question.

Persons who have more than one origin and cannot identify with a single ancestry group may report two ancestry groups (for example, German-Irish).

Be specific. For example, print whether West Indian, Asian Indian, or American Indian. West Indian includes persons whose ancestors came from Jamaica, Trinidad, Haiti, etc. Distinguish Cape Verdean from Portuguese; French Canadian from Canadian; and Dominican Republic from Dominican Island.

A religious group should not be reported as a person's ancestry.
Instructions for Questions 14a through 19

14a. Mark Yes if this person lived in the same house or apartment on April 1, 1985, even if he/she moved away and came back since then. Mark No if this person lived in the same building but in a different apartment or in the same mobile home or trailer but on a different lot or trailer site.

b. If this person lived in a different house or apartment on April 1, 1985, give the location of this person's usual home at that time.

Part (1)
If the person lived in the United States on April 1, 1985, print the name of the State (or District of Columbia) where he or she lived. Continue with parts (2) through (4).

If the person lived in a U.S. territory or commonwealth, print the name of the territory or commonwealth, such as Puerto Rico, U.S. Virgin Islands, Guam, American Samoa, or Northern Mariana. Then go to question 15a.

If the person lived outside the United States, print the name of the foreign country or country where he or she lived. Specify whether Northern Ireland or the Republic of Ireland (Ire); East or West Germany; North or South Korea; England, Scotland, or Wales (not Great Britain or United Kingdom); or any other country or the Caribbean (not, for example, West Indies). Then go to question 15a.

Part (2)
If the person lived in Louisiana, print the parish name. If the person lived in Alaska, the borough name. If the person lived in New York City, print the county name. If the person lived in an independent city (not in any county) or in Washington, D.C., leave blank and enter the city name in part (3).

Part (3)
If the person lived in New England, print the name of the town rather than the village name, unless the name of the town is not known. If the person lived outside the limits or boundaries of any city or town, print the name of the post office or the nearest town and mark No, lived outside the city/town limits in part (4).

Part (4)
Mark Yes if the location is now inside the city/town limits even if it was not inside the limits on April 1, 1985; that is, if the area was annexed by the city/town since that time.

15. Mark Yes if the person sometimes or always speaks a language other than English at home.

Do not mark Yes for a language spoken only at school or if speaking is limited to a few expressions or slangs.

Print the name of the language spoken at home. If this person speaks more than one non-English language and cannot determine which is spoken more often, report the first language the person learned to speak.

17a. For a person with service in the National Guard or a military reserve unit, fill one of the two Yes, active duty circles if and only if the person has ever been called for active duty other than training; otherwise, mark Yes, service in reserves or National Guard only. For a person whose only service was as a civilian employee or volunteer for the Red Cross, USO, Public Health Service, or War or Defense Department, mark No, Count World War II Merchant Marine Seaman service as active duty; do not count other Merchant Marine service as active duty.

18. Mark Yes to part (a) if a health condition substantially limits this person in his or her choice of occupation or if the condition limits the amount of work that can be accomplished in a given period of time. Mark Yes to part (b) if the health condition prevents the person from holding any significant employment.

19. Consider a person to have difficulty with those activities if any of the following situations apply: (1) It takes extra time or extra effort for the person to perform one or more of the activities, (2) there are times when the person cannot perform one or more of the activities, or (3) the person is completely unable to perform one or more of the activities.

Instructions for Questions 20 through 23b

20. Count all children born alive, including any who have died (even shortly after birth) or who no longer live with you. Do not include miscarriages or stillborn children or any adopted, foster, or stepchildren.

21a. Count as work — Mark Yes:

- Work for someone else for wages, salary, piece rate, commission, tips, or payments "in kind" (for example, food, lodging received as payment for work performed).
- Work in own business, professional practice, or farm.
- Any work in a family business or farm, paid or not.
- Any part-time work including babysitting, paper routes, etc.
- Active duty in Armed Forces.

Do not count as work — Mark No:

- Housework or yard work at home.
- Unpaid volunteer work.
- School work.
- Work done as a resident of an institution.

22a. Include the street type (for example, St., Road, Ave.) and the street direction (if a direction such as "North" is part of the address. For example, print 1239 N. Main St. or 1239 Main St., N.W. not just 1239 Main.

If the only known address is a post office box, give a description of the work location. For example, print the name of the building or shopping center where the person works, the nearest intersection, the nearest street where the workplace is located, etc. DO NOT GIVE A POST OFFICE BOX NUMBER.

If the person worked at a military installation or military base that has no street address, report the name of the military installation or base.

If the person worked at several locations, but reported to the same location each day to begin work, print the address of the location where he or she reported. If the person did not report to the same location each day to begin work, print the address of the location where he or she worked most last week.

If the person’s employer operates in more than one location (such as a grocery store chain or public school system), print the exact address of the location or branch where the person worked. If the exact address of a school is not known, print the name of the school.

If the person worked on a college or university campus and the exact address of the workplace is not known, print the name of the building where he or she worked.

d. If the person worked in New York City and the county is not known, print the name of the borough where the person worked.

If the person worked in Louisiana, print the name of the parish where the person worked.

If the person worked in Alaska, print the name of the borough where the person worked.

e. If the person worked in a foreign country or Puerto Rico, Guam, etc., print the name of the country in (22a) and leave the other parts of question 22 blank.

23a. If the person usually used more than one type of transportation to get to work (for example, rode the bus and transferred to the subway), fill the circle of the one method of transportation that he/she used most of the distance during the trip.

b. If the person was driven to work by someone who then drove back home or to a nonwork destination, fill the circle for Drove alone.

DO NOT include persons who rode to school or some other nonwork destination in the count of persons who rode in the vehicle.
Instructions for Questions 24a through 30

24a. Give the time of day the person usually left home to go to work. DO NOT give the time that the person usually begins his or her work.
If the person usually left home to go to work sometime between 12:00 o'clock midnight and 12:00 o'clock noon, fill the a.m. circle.
If the person usually left home to go to work sometime between 12:00 o'clock noon and 12:00 o'clock midnight, fill the p.m. circle.

b. Travel time is from door to door. Include time taken waiting for public transportation or picking up passengers in a carpool.

25. If the person works only during certain seasons or on a day-by-day basis when work is available, mark No.

26a. Mark Yes if the person tried to get a job or to start a business or professional practice at any time in the last 4 weeks; for example, registered at an employment office, went to a job interview, placed or answered ads, or did anything toward starting a business or professional practice.
Mark No, already had a job if the person was on layoff or was expecting to report to a job within 30 days.
Mark No, temporarily ill if the person expects to be able to work within 30 days.
Mark No, other reasons if the person could not have taken a job because he or she was going to school, taking care of children, etc.

27. Look at the instructions for question 21a to see what to count as work. Mark Never worked if the person: (1) never worked at any kind of job or business, either full or part time, (2) never did any work, with or without pay, in a family business or farm, and (3) never served in the Armed Forces.

28a. If the person worked for a company, business, or government agency, print the name of the company, not the name of the person's supervisor. If the person worked for an individual or a business that had no company name, print the name of the individual worked for. If the person worked in his or her own business, print "self-employed."

b. Print two or more words to tell what the business, industry, or individual employer named in 28a did. If there is more than one activity, describe only the major activity at the place where the person worked. Enter what is made, what is sold, or what service is given.

Some examples of what to enter:
Enter a description like the following — Do not enter —
Metal furniture manufacturing — Furniture company
Retail grocery store — Grocery store
Petroleum refining — Oil company
Cattle ranch — Ranch

29. Print two or more words to describe the kind of work the person did. If the person was a trainee, apprentice, or helper, include that in the description.

Some examples of what to enter:
Enter a description like the following — Do not enter —
Production clerk — Clerk
Carpenter's helper — Helper
Auto engine mechanic — Mechanic
Registered nurse — Nurse

30. Mark Employee of a PRIVATE NOT-FOR-PROFIT . . . organization if the person worked for a cooperative, credit union, mutual insurance company, or similar organization.
Employees of foreign governments, the United Nations, and other international organizations should mark PRIVATE NOT-FOR-PROFIT . . . organization.
For persons who worked at a public school, college or university, mark the appropriate government category; for example, mark STATE GOVERNMENT employee for a state university, or mark LOCAL GOVERNMENT employee for a county-run community college or a city-run public school.

Instructions for Questions 31a through 32h

31a. Look at the instructions for question 21a to see what to count as work.

b. Count every week in which the person did any work at all, even for an hour.

32. Fill the Yes or No circle for each part and enter the amount received during 1989.
If income from any source was received jointly by household members, report, if possible, the appropriate share for each person; otherwise, report the whole amount for only one person and fill the No circle for the other person.

a. Include wages and salaries from all jobs before deductions. Be sure to include any tips, commissions, or bonuses. Owners of incorporated businesses should enter their salary here. Military personnel should include basic pay plus cash housing and/or subsistence allowance, flight pay, uniform allowances, reenlistment bonuses, etc.

b. Include NONFARM profit (or loss) from self-employment in sole proprietorships and partnerships. Exclude profit (or loss) of incorporated businesses you own.

c. Include FARM profit (or loss) from self-employment in sole proprietorships and partnerships. Exclude profit (or loss) of incorporated farm businesses you own. Also exclude amounts from land rented for cash but include amounts from land rented for shares.

d. Include interest received or credited to checking and savings accounts, money market funds, certificates of deposit (CDs), IRAs, KEOGHs, and government bonds.

Include dividends received, credited, or reinvested from ownership of stocks or mutual funds.

Include profit (or loss) from royalties and the rental of land, buildings or real estate, or from rooms or boarders. Income received by self-employed persons whose primary source of income is from renting property or from royalties should be included in questions 32b or 32c above. Include regular payments from an estate or trust fund.

e. Include Social Security and/or Railroad Retirement payments to retired persons, to dependents of deceased insured workers, and to disabled workers before Medicare deducts.

f. Include Supplemental Security Income received by aged, blind, or disabled persons. Aid to Families with Dependent Children, or income from other government programs such as general or emergency assistance. Do not include assistance received from private charities. Exclude assistance to pay for heating (cooling) costs.

g. Include retirement, disability, or survivor benefits received from companies and unions; Federal, State, and local governments, and the U.S. military. Include regular income from annuities and IRA or KEOGH retirement plans.

h. Include Veterans' (VA) disability compensation and educational assistance payments (VEAP), unemployment compensation, child support or alimony, and all other regular payments such as Armed Forces transfer payments; assistance from private charities; regular contributions from persons not living in the household, etc.

Do not include the following as income in any item:
- Refunds or rebates of any kind
- Withdrawals from savings of any kind
- Capital gains or losses from the sale of homes, shares of stock, etc.
- Inheritances or insurance settlements
- Any type of loan
- Pay in-kind such as food, free rent, etc.
What the Census Is About —
Some Questions and Answers

Why are we taking a census?
The most important reason for taking a decennial census is to determine how many representatives each state will have in Congress.

What does the Census Bureau do with the information you provide?
The individual information collected in the census is grouped together into statistical totals. Information such as the number of persons in a given area, their ages, educational background, the characteristics of their housing, etc., enable government, business, and industry to plan more effectively.

How long have we been taking the census?
The first census was taken in 1790 in accordance with the requirement in the first article of the constitution. A census has been taken every 10 years since. The 1990 Decennial Census marks the 200th anniversary of the census.

How are you being counted?
Census forms are delivered to all households a few days before census day. Households are requested to fill out the form and mail it back to the census office.

Why the Census Asks Certain Questions

Here are a few reasons for asking some of the questions.

It is as important to get information about people and their houses as it is to count them.

Name?
Names help make sure that everyone in a household is counted, but that no one is counted twice.

Value or rent?
Government and planning agencies use answers to these questions in combination with other information to develop housing programs to meet the needs of people at different economic levels.

Complete plumbing?
This question gives information on the quality of housing. The data are used with other statistics to show how the “level of living” compares in various areas and how it has changed over time.

Place of birth?
This question provides information used to study long-term trends as to where people move and to study migration patterns and differences in growth patterns.

Job?
Answers to the questions about the jobs people hold provide information on the extent and types of employment in different areas of the country. From this information, training programs can be developed and the need for new industries can be determined.

Income?
Income, more than anything else, determines how families or persons live. Income information makes it possible to compare the economic levels of different areas.
OFFICIAL 1990 U.S. CENSUS FORM

Thank you for taking time to complete and return this census questionnaire. It’s important to you, your community, and the Nation.

The law requires answers but guarantees privacy.

By law (Title 13, U.S. Code), you’re required to answer the census questions to the best of your knowledge. However, the same law guarantees that your census form remains confidential. For 72 years—or until the year 2062—only Census Bureau employees can see your form. No one else—no other government body, no police department, no court system or welfare agency—is permitted to see this confidential information under any circumstances.

How to get started—and get help.

Start by listing on the next page the names of all the people who live in your home. Please answer all questions with a black lead pencil. You’ll find detailed instructions for answering the census in the enclosed guide. If you need additional help, call the toll-free telephone number to the left, near your address.

Please answer and return your form promptly.

Complete your form and return it by April 1, 1990 in the postage-paid envelope provided. Avoid the inconvenience of having a census taker visit your home.

Again, thank you for answering the 1990 Census. Remember: Return the completed form by April 1, 1990.

Para personas de habla hispana –
(For Spanish-speaking persons)

Si usted desea un cuestionario del censo en español, llame sin cargo alguno al siguiente número: 1-800-CUENTAN
(to see 1-800-263-6826)

U.S. Department of Commerce
BUREAU OF THE CENSUS
FORM D-2

OMB No. 0607-0628
Approval Expires 07/31/91
Page 1

The 1990 census must count every person at his or her "usual residence." This means the place where the person lives and sleeps most of the time.

1a. List on the numbered lines below the name of each person living here on Sunday, April 1, including all persons staying here who have no other home. If EVERYONE at this address is staying here temporarily and usually lives somewhere else, follow the instructions given in question 1b below.

Include

• Everyone who usually lives here such as family members, roommates, foster children, and live-in employees
• Persons who are temporarily away on a business trip, on vacation, or in a general hospital
• College students who stay here while attending college
• Persons in the Armed Forces who live here
• Newborn babies still in the hospital
• Children in boarding schools below the college level
• Persons who stay here most of the week while working even if they have a home somewhere else
• Persons who stay here on April 1

Print last name, first name, and middle initial for each person. Begin on line 1 with the household member (or one of the household members) in whose name this house or apartment is owned, being bought, or rented. If there is no such person, start on line 1 with any adult household member.

<table>
<thead>
<tr>
<th>LAST</th>
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<td>12</td>
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</tr>
</tbody>
</table>

1b. If EVERYONE is staying here only temporarily and usually lives somewhere else, list the name of each person on the numbered lines above, fill this circle and print their usual address below. DO NOT PRINT THE ADDRESS LISTED ON THE FRONT COVER.

House number: Street or road/Rural route and box number: Apartment number:
City: State: ZIP Code:
County or foreign country: Names of nearest intersecting streets or roads:

NOW PLEASE OPEN THE FLAP TO PAGE 2 AND ANSWER ALL QUESTIONS FOR THE FIRST 7 PEOPLE LISTED. USE A BLACK LEAD PENCIL ONLY.
### Questionnaire Pages

**PLEASE ALSO ANSWER HOUSING QUESTIONS ON PAGE 3**

#### Person 1

2. **How is this person related to Person 1?**
   - Fill one circle for each person.
   - If other relatives of persons in column 1 fill circles and print exact relationship, such as mother-in-law, grandparent, son-in-law, niece, cousin, and so on.

#### Person 2

If a relative of Person 1:
- Husband/wife
- Brother/sister
- Natural-born or adopted son/daughter
- Grandchild
- Stepson/stepdaughter

If not related to Person 1:
- Roomer, boarder, or foster child
- Unmarried partner
- Housemate, roommate
- Other nonrelative

3. Sex
   - Fill one circle for each person.

4. Race
   - Fill one circle for the race that the person considers himself/herself to be.
   - If Indian (Amor.), print the name of the enrolled or principal tribe.
   - If other Asian or Pacific Islander (API), print one group, for example: Hawaiian, Chinese, Filipino, Japanese, Samoan, Hawaiian, Korean, Guamanian, Vietnamese, and so on.
   - If other race, print race.

5. Age and year of birth
   - Print each person's age at last birthday.
   - Print each person's year of birth and fill the matching circle below each box.

6. Marital Status
   - Fill one circle for each person.

7. Is this person of Spanish/Hispanic origin?
   - Fill one circle for each person.
   - If yes, other Spanish/Hispanic, print one group.

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**FOR CENSUS USE**
### H8. When did the person listed in column 1 on page 2 move into this house or apartment?
- 1889 or 1990
- 1885 to 1888
- 1860 to 1894
- 1970 to 1979
- 1960 to 1969
- 1959 or earlier

### H9. How many bedrooms do you have; that is, how many bedrooms would you list if this house or apartment were on the market for sale or rent?
- No bedroom
- 1 bedroom
- 2 bedrooms
- 3 bedrooms
- 4 bedrooms
- 5 or more bedrooms

### H10. Do you have COMPLETE plumbing facilities in this house or apartment; that is, 1) hot and cold piped water, 2) a flush toilet, and 3) a bathtub or shower?
- Yes, have all three facilities
- No

### H11. Do you have COMPLETE kitchen facilities; that is, 1) a sink with piped water, 2) a range or cookstove, and 3) a refrigerator?
- Yes
- No

### H12. Do you have a telephone in this house or apartment?
- Yes
- No

### H13. How many automobiles, vans, and trucks of one-ton capacity or less are kept at home for use by members of your household?
- None
- 1
- 2
- 3
- 4
- 5
- 6
- 7 or more

### H14. Which FUEL is used MOST for heating this house or apartment?
- Gas, from underground pipes serving the neighborhood
- Gas, bottled, and LP
- Electricity
- Fuel oil, kerosene, etc.
- Coal or coke
- Wood
- Solar energy
- Other fuel
- No fuel used

### H15. Do you get water from —
- A public system such as a city water department, or private company?
- An individual drilled well?
- An individual dug well?
- Some other source such as a spring, creek, river, stream, etc.?

### H16. Is this building connected to a public sewer?
- Yes, connected to public sewer
- No, connected to septic tank or cistern
- No, use other means

### H17. About when was this building first built?
- 1999 or 1990
- 1985 to 1988
- 1980 to 1984
- 1970 to 1979
- 1960 to 1969
- 1950 to 1959
- 1940 to 1949
- 1939 or earlier
- Don't know

### H18. Is this house or apartment part of a condominium?
- Yes
- No

### H19. Is this house on less than 1 acre?
- Yes — Skip to H20
- No

### H20. What are the yearly costs of utilities and fuel for this house or apartment? If you have been here less than 1 year, estimate the yearly cost.

#### a. Electricity

$$ \text{Yearly cost} = \text{Dollars} $$

OR

- Included in rent or in condominium fee
- No change or electricity not used

#### b. Gas

$$ \text{Yearly cost} = \text{Dollars} $$

OR

- Included in rent or in condominium fee
- No change or gas not used

#### c. Water

$$ \text{Yearly cost} = \text{Dollars} $$

OR

- Included in rent or in condominium fee
- No change

#### d. Oil, coal, kerosene, wood, etc.

$$ \text{Yearly cost} = \text{Dollars} $$

OR

- Included in rent or in condominium fee
- No change or these have not been used
QUESTIONS FOR YOUR HOUSEHOLD

H21. What were the real estate taxes on this property last year?

\[ \text{\$ } 0.00 \]
Yearly amount — Dollars

OR

\[ \text{\$ } 0.00 \]
Monthly amount — Dollars

\[ \text{\$ } 0.00 \]
No regular payment required — Skip to H23a

H22. What was the annual payment for fire, hazard, and flood insurance on this property?

\[ \text{\$ } 0.00 \]
Yearly amount — Dollars

OR

\[ \text{\$ } 0.00 \]
Monthly amount — Dollars

\[ \text{\$ } 0.00 \]
No insurance paid separately or no insurance

H23a. Do you have a mortgage, deed of trust, contract to purchase, or similar debt on this property?

\[ \text{Yes, mortgage, deed of trust, contract to purchase}\]
Go to H23b

\[ \text{No — Skip to H24a}\]

b. How much is your regular monthly mortgage payment on this property? Include payment only on that mortgage or contract to purchase.

\[ \text{\$ } 0.00 \]
Monthly amount — Dollars

\[ \text{\$ } 0.00 \]
No regular payment required — Skip to H24a

H24a. Do you have a second or junior mortgage or a home equity loan on this property?

\[ \text{Yes}\]

\[ \text{No — Skip to H25}\]

b. How much is your regular monthly payment on all second or junior mortgages and all home equity loans?

\[ \text{\$ } 0.00 \]
Monthly amount — Dollars

\[ \text{\$ } 0.00 \]
No regular payment required

Answer ONLY if this is a CONDOMINIUM —

H25. What is the monthly condominium fee?

\[ \text{\$ } 0.00 \]
Monthly amount — Dollars

Answer ONLY if this is a MOBILE HOME —

H26. What was the total cost for personal property taxes, site rent, registration fees, and license fees on this mobile home and its site last year? Exclude real estate taxes.

\[ \text{\$ } 0.00 \]
Yearly amount — Dollars

Please turn to page 6.
8. In what U.S. State or foreign country was this person born?

9. Is this person a CITIZEN of the United States?
   - Yes, born in the United States
   - Yes, born in Puerto Rico, Guam, U.S. Virgin Islands, Northern Mariana Islands
   - Yes, born abroad of American parent or parents
   - Yes, U.S. citizen by naturalization
   - No, not a citizen of the United States

10. When did this person come to the United States to stay?
    - 1957 to 1990
    - 1970 to 1974
    - 1985 or 1986
    - 1982 to 1984
    - 1990 to 1992
    - Before 1956

11. At any time since February 1, 1990, has this person attended regular school or college?
    - Yes, public school, public college
    - Yes, private school, private college

12. How much school has this person completed?
    - 1st grade
    - 2nd grade
    - 3rd grade
    - 4th grade
    - 5th grade
    - 6th grade
    - 9th grade
    - 10th grade
    - 11th grade
    - 12th grade, NO DIPLOMA
    - HIGH SCHOOL GRADUATE - high school DIPLOMA or equivalent

14a. Did this person live in this house or apartment 5 years ago (on April 1, 1988)?
    - Yes
    - No

14b. Where did this person live 5 years ago (on April 1, 1988)?
    - Name of U.S. State or foreign country
    - Name of county in the U.S.
    - Name of city or town in the U.S.

15a. Does this person speak a language other than English at home?
    - Yes
    - No

15b. What is the language?

15c. How well does this person speak English?
    - Very well
    - Not well
    - Well
    - Not at all

16. When was this person born?
    - Born before April 1, 1975
    - Born April 1, 1975 or later

17a. Has this person ever been on active-duty military service in the Armed Forces of the United States or ever been in the United States military Reserve or the National Guard? If service was in Reserves or National Guard only, see instruction guide.
    - Yes, on active duty
    - Yes, on active duty in past, but not now
    - Yes, service in Reserves or National Guard only

17b. Was active-duty military service during active-duty military service during World War II?
    - Fill in a circle for each period in which this person served.
    - September 1940 or later
    - May 1975 to August 1980
    - Vietnam era (August 1964—April 1975)
    - February 1965—July 1966
    - Korean conflict (June 1950—January 1955)
    - World War II, September 1940—July 1946
    - World War I (April 1917—November 1918)
    - Any other time

19a. Because of a health condition that has lasted for 6 or more months, does this person have any difficulty?
    - a. Going outside the home alone, for example, to shop or visit a doctor's office?
    - b. Taking care of his or her own personal needs, such as bathing, dressing, or getting around inside the home?

20. If this person is a female...
    - How many babies has she ever had, not counting stillbirths? Do not count her stepchildren or children she has adopted.

21a. Did this person work at any time LAST WEEK?
    - Yes
    - No

21b. How many hours did this person work LAST WEEK (at all jobs)? Subtract any time off, add overtime or extra hours worked.

22. At what location did this person work LAST WEEK?
    - If this person worked at more than one location, print where he or she worked most last week.
    - a. Address (Number and street)
    - b. Name of city, town, or post office
    - c. Is the work location inside the limits of that city or town?
    - d. County
    - e. State
    - f. ZIP Code
FOR PERSON 1 ON PAGE 2

23a. How did this person usually get to work LAST WEEK? If this person usually used more than one method of transportation during the trip, fill in the circle of the one used for most of the distance.
   ○ Car, truck, or van
   ○ Motorcycle
   ○ Bus or trolley bus
   ○ Bicycle
   ○ Streetcar or trolley car
   ○ Walked
   ○ Subway or elevated
   ○ Worked at home
   ○ Railroad
   ○ Ferryboat
   ○ Taxi/umbrella
   ○ Other method

If "car, truck, or van" is marked in 23a, go to 23b. Otherwise, skip to 24a.

23b. How many people, including this person, usually rode to work in the car, truck, or van LAST WEEK?
   ○ Driven alone
   ○ 2 people
   ○ 3 people
   ○ 4 people
   ○ 5 people
   ○ 6 people
   ○ 7 to 9 people
   ○ 10 or more people

24a. What time did this person usually leave home to go to work LAST WEEK?
   ○ a.m.
   ○ p.m.

24b. How many minutes did it usually take this person to get from home to work LAST WEEK?

   Minutes — Skip to 26

25. Was this person TEMPORARILY absent or on layoff from a job or business LAST WEEK?
   ○ Yes, on layoff
   ○ Yes, on vacation, temporary illness, or accident
   ○ No

26a. Has this person been looking for work during the last 4 weeks?
   ○ Yes
   ○ No — Skip to 27

26b. Could this person have taken a job LAST WEEK if one had been offered?
   ○ Yes, was looking for work
   ○ No, temporarily ill
   ○ No, other reasons (e.g., school, etc.)
   ○ No, could not take a job

27. When did this person last work, even for a few days?
   ○ 1990 Go 1980 to 1990
   ○ 1989
   ○ 1988
   ○ 1985 to 1987

28-30. CURRENT OR MOST RECENT JOB
   ACTIVITY. Describe clearly this person's chief job activity or business last week. If this person had more than one job, describe the one at which this person worked the most hours. If this person had no job or business last week, give information for his/her last job or business since 1985.

29. Occupation
   a. What kind of job was this person doing?
      [For example, registered nurse, personnel manager, supervisor of order department, gas station attendant, cake decorator]

   b. What were this person's most important activities or duties?
      [For example, patient care, directing hiring policies, supervising order clerks, assembling engines, icing cakes]

30. Was this person — fill one circle
   ○ Employee of a PRIVATE FOR PROFIT company or business of an individual, for wages, salary, or commissions
   ○ Employee of a PRIVATE NOT FOR PROFIT, tax exempt, or charitable organization
   ○ Local GOVERNMENT employee (city, county, etc.)
   ○ State GOVERNMENT employee
   ○ Federal GOVERNMENT employee
   ○ SELF-EMPLOYED in own NOT INCORPORATED business, professional practice, or farm
   ○ SELF-EMPLOYED in own INCORPORATED business, professional practice, or farm
   ○ Working WITHOUT PAY in family business or farm

31a. Last year (1989), did this person work, even for a few days, at a paid job or in a business or farm?
   ○ Yes
   ○ No — Skip to 33

31b. How many weeks did this person work in 1989?
   ○ Count paid vacation, paid sick leave, and military service.

31c. During the weeks WORKED in 1989, how many hours did this person usually work each week?

32. INCOME IN 1989 — Fill in the "Yes" circle below for each income source received during 1989. Otherwise, fill the "No" circle.
   a. Wages, salary, commissions, bonuses, or tips from all jobs — Report amount before deductions for taxes, bonds, dues, or other items.
      ○ Yes
      ○ No
      Annual amount — Dollars

   b. Self-employment income from own nonfarm business, including proprietorship and partnership — Report NET income after business expenses.
      ○ Yes
      ○ No
      Annual amount — Dollars

   c. Farm self-employment income — Report NET income after operating expenses. Include earnings as a tenant farmer or sharecropper.
      ○ Yes
      ○ No
      Annual amount — Dollars

   d. Interest, dividends, rents, or royalty income, or income from estates and trusts — Report even small amounts credited to an account.
      ○ Yes
      ○ No
      Annual amount — Dollars

33. What was this person's total income in 1989?
   a. Add entries in questions 32a through 32f; subtract any losses. If total amount was a loss, write "Loss" above amount.
   ○ Loss

   b. Any other sources of income received regularly such as Veterans' (VA) payments, unemployment compensation, child support, or alimony — Do not include lump-sum payments such as money from an inheritance or the sale of a home.
      ○ Yes
      ○ No
      Annual amount — Dollars

   c. None

Please turn the page and answer questions for Person 2 listed on page 1. If this is the last person listed to question 1 on page 1, go to the back of the form.