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Zurich, February 2010

Statistics – Balance of payments
serviceBOP@snb.ch

Participation in preliminary survey of trade in services between Switzerland and foreign countries

Dear Sir/Madam

The Swiss National Bank (SNB) is expanding its statistical data on Switzerland's trade in services with foreign countries in connection with the serviceBOP project¹.

In order to determine the companies that will be required to submit data in future, the SNB is conducting a preliminary survey involving you and around 10,000 other companies. The survey compiles data on service exports and service imports in 2009. Enclosed with this letter you will find an overview of the content of the preliminary survey and examples of what data are to be reported. Please note that, in accordance with the National Bank Act², your company is obliged to participate in this preliminary survey.

The survey will be conducted through the internet. The data reported are transmitted in encrypted form and treated confidentially. You can access the survey at <https://surveys.snb.ch>, using the following user name and password for your company:

User name: «BN»

Password: «PW»

After logging in, you will find all the necessary explanations and information on the entry mask. The **deadline** for submitting the data is **XX XX 2010**. If you have any questions, please contact the serviceBOP team (e-mail serviceBOP@snb.ch).

By participating in this preliminary survey, you are contributing to a better understanding of trade in services between Switzerland and foreign countries, an important sector of the Swiss economy.

Thank you very much for your assistance.

Yours sincerely
Swiss National Bank

Enclosure

¹ Further information on the project is available at www.snb.ch, *Statistics, Project trade in services*.

² Federal Act of 3 October 2003 on the Swiss National Bank (National Bank Act).