January 2005

Dear Manufacturing Executive:

The Georgia Manufacturing Survey 2005

In recognition of the importance of manufacturing to our state, I write to enlist your help in making Georgia’s manufacturers more competitive in today’s global business environment.

Georgia manufacturers, large and small, are being asked to complete the enclosed survey conducted by the Georgia Department of Labor and Georgia Tech’s Economic Development Institute. In a changing world, the survey will provide current information about the state of manufacturing in Georgia, use of new technologies and practices, and how state manufacturing assistance programs can improve their services to you. Your response is important and appreciated.

The information we need can only come from you. All individual firm and facility information will be kept in a secured, limited access location. Results will only be presented in an aggregated form. Your firm or facility’s identity will not be revealed in any publication or presentation of the results of this survey.

Your participation in this survey is voluntary. If you participate in the study, you will be mailed a summary of the survey results and a customized benchmark report.

A postage-paid reply envelope is enclosed for your response. Please direct any questions about the survey and its purpose to Dr. Jan Youtie of the Georgia Tech Economic Development Institute at 1 (888) 272-2104 (toll free) or send an e-mail to jan.youtie@edi.gatech.edu. Please make changes to your mailing address if necessary.

Thank you for your cooperation and for your valuable contributions to Georgia’s economy. I look forward to receiving your response to this important survey.

With kindest regards,

Michael L. Thurmond

The data that is collected about you will be kept private to the extent allowed by law. Your data will be kept under a code number and all individual firm and facility information will be kept in a secured, limited access location. Results will only be presented in an aggregated form. Your identity will not be revealed in any publication or presentation of the results of this survey. There are no foreseeable risks to you by participating in this study. Your participation in the survey is voluntary and you will not have to pay to participate nor will you be paid. If you have any questions about your rights in participating in this research study, you may contact Ms. Melanie Clark at Georgia Institute of Technology at (404) 894-6942.