

# April 1, 2024 Population Determinations: Important Dates and Deadlines

Washington State Office of Financial Management

## Decide: Estimate or Special City Census

**January 19**  
Form E due date

**Week of March 11**  
New contacts will receive Population Estimate System (PES) registration information via email

### If Estimate . . .

**Week of March 18**  
Contacts will receive an email notification when Form A is available

**April 12**  
Form A due date

### If Special City Census . . .

**Upon Receipt of Form E**  
OFM will contact you with more information

**February**  
City/Town will receive online OFM census training

**Week of March 11**  
OFM will email Form C to population contacts

**March 15**  
Earliest date to start city/town census

**April 12**  
Form C and supporting documents due date (via regular mail)

### Evaluation . . .

**Week of June 3**  
OFM will mail preliminary population determinations to population contacts and the city's highest elected official for review

**June 20**  
Final date to challenge preliminary population determinations

**June 28**  
Official April 1, 2024 population determinations are released

#### Forms:

- Form A: Housing Unit and Population Estimate Survey
- Form C: Population Census Certification
- Form E: Update Contact Information and Declare Determination Method

#### Online resources:

- <http://www.ofm.wa.gov/pop/april1/default.asp>
- <http://www.ofm.wa.gov/pop/april1/info.asp>

#### Contact information:

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\* Census administrator training is for both special city censuses and annexation censuses.