



U.S. DEPARTMENT OF COMMERCE  
BUREAU OF THE CENSUS

FORM  
**WB-1**

# 1992 ECONOMIC CENSUSES SURVEY OF CORPORATE OWNERSHIP

OMB No. 0607-0765: Approval Expires 12/31/94

**DUE DATE: 30 DAYS AFTER  
RECEIPT OF FORM**

If you have questions about completing this report, please call or write the Census Bureau. In any communication, be sure to refer to the 11-digit Census File Number (CFN) printed in the label to the right. Please return your completed report to:

**BUREAU OF THE CENSUS  
1201 East 10th Street  
Jeffersonville, IN 47134-0001**

Toll-free assistance, 8 a.m. to 8 p.m.,  
eastern time. Monday through Friday:  
1-800-233-6136

*Please read the instructions before  
answering the questions.*

In correspondence pertaining to this report,  
please refer to this Census File Number (CFN)

WB-1

**CENSUS USE**

901	902	903	904

*Please correct errors in name, address, and ZIP Code. ENTER street and number if not shown.*

Dear Respondent:

The Census Bureau conducts an economic census every 5 years. The census provides our single most important measure of economic performance and basic information about your industry and geographic area for use by the business community and government agencies.

The 1992 Survey of Corporate Ownership is part of the economic census. We made a concerted effort to lessen your reporting burden and, at the same time, meet the needs of the government and the public for information. On the back of this form are answers to the most frequently asked questions regarding this survey. Please read all instructions before completing the form.

Title, 13, United States Code, requires your response to this survey. By the same law, your response is confidential. Only sworn Census Bureau employees will see your form, and the information will be used only for statistical purposes.

Thank you for your cooperation.

Sincerely,

Harry A. Scarr  
Deputy Director  
Bureau of the Census

**NOTE — Be sure to make a copy of this form for your records.**

**• INSTRUCTIONS — Please read •**

In 1988, Congress passed the Women's Business Ownership Act. This law recognized that uniform information on all corporations owned by women was not available. This act and the Census Bureau's commitment to close this data gap have led to this effort to collect information on all corporations owned and controlled by women. In compliance with that law, this report form includes questions about the extent of women's involvement as shareholders in corporations, as officers of corporations, and as members of the Board of Directors of corporations. There are also questions pertaining to the corporation itself.

You must complete this questionnaire even if the business has been sold, reorganized, or

discontinued since 1992. If the information as requested is not available, reasonable estimates are acceptable. An executive officer of the corporation should sign the certification area in item 7.

**IMPORTANT — How to Fill Out This Form**

*Please use a #2 black lead pencil. Most questions ask you to CHECK (✓) IN THE BOX, or to print the information. See EXAMPLE*

<input checked="" type="checkbox"/> Yes
<input type="checkbox"/> No

**ITEM 1 — PUBLIC OWNERSHIP** (as of December 31, 1992)

Was this firm a publicly traded corporation registered with the Securities and Exchange Commission? Publicly traded means that the corporation was listed and traded on a stock exchange.

<input type="checkbox"/> Yes
<input type="checkbox"/> No

**ITEM 2 — NUMBER OF SHAREHOLDERS AND SHARES OF STOCK** (as of December 31, 1992)

**a.** How many shareholders did this corporation have?

<input type="checkbox"/> None	<input type="checkbox"/> 5—9	<input type="checkbox"/> 20—35	<input type="checkbox"/> 50—99
<input type="checkbox"/> 1—4	<input type="checkbox"/> 10—19	<input type="checkbox"/> 36—49	<input type="checkbox"/> 100 or more

**b.** How many shares of stock were outstanding?

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**ITEM 3 — STOCK OWNERSHIP** (as of December 31, 1992)

*(Responses to a and b may be the same for some corporations.)*

**a.** What percentage of your corporation's outstanding stock was owned by women?

<input type="checkbox"/> None	<input type="checkbox"/> 50%	<input type="checkbox"/> 100%
<input type="checkbox"/> 1%—24%	<input type="checkbox"/> 51%—74%	
<input type="checkbox"/> 25%—49%	<input type="checkbox"/> 75%—99%	

**b.** What percentage of your corporation's outstanding VOTING stock was owned by women?

<input type="checkbox"/> None	<input type="checkbox"/> 50%	<input type="checkbox"/> 100%
<input type="checkbox"/> 1%—24%	<input type="checkbox"/> 51%—74%	
<input type="checkbox"/> 25%—49%	<input type="checkbox"/> 75%—99%	

**c.** For publicly traded corporations that cannot answer items 3a or 3b (all others, please go to item 4) —

**1.** What percentage of your corporation's outstanding stock was reported on Form 10-K? (Form 10-K lists all individuals who own more than 5 percent of your corporation's outstanding stock.)

<input type="checkbox"/> None	<input type="checkbox"/> 50%	<input type="checkbox"/> 100%
<input type="checkbox"/> 1%—24%	<input type="checkbox"/> 51%—74%	
<input type="checkbox"/> 25%—49%	<input type="checkbox"/> 75%—99%	

**2.** What percentage of the outstanding stock accounted for on Form 10-K was owned by women?

<input type="checkbox"/> None	<input type="checkbox"/> 50%	<input type="checkbox"/> 100%
<input type="checkbox"/> 1%—24%	<input type="checkbox"/> 51%—74%	
<input type="checkbox"/> 25%—49%	<input type="checkbox"/> 75%—99%	

**ITEM 4 — EXECUTIVE OFFICERS**  
(as of December 31, 1992)

**a.** Was this corporation's highest ranking executive officer a woman? A corporation's highest ranking executive may have titles such as Chief Executive Officer (CEO) or President.

Yes  
 No

**b.** What percentage of the Executive Officers of this corporation were women?

None       50%       100%  
 1%—24%       51%—74%  
 25%—49%       75%—99%

**c.** What was the percentage of VOTING stock owned by women Executive Officers?

None       50%       100%  
 1%—24%       51%—74%  
 25%—49%       75%—99%

**ITEM 5 — BOARD OF DIRECTORS**  
(as of December 31, 1992)

**a.** Did this corporation have a Board of Directors?

Yes  
 No — SKIP to item 6

**b.** Was this corporation's Chairperson of the Board a woman?

Yes  
 No

**c.** What percentage of this corporation's Board of Directors were women?

None       50%       100%  
 1%—24%       51%—74%  
 25%—49%       75%—99%

**d.** What was the percentage of VOTING stock owned by women Directors?

None       50%       100%  
 1%—24%       51%—74%  
 25%—49%       75%—99%

**ITEM 6 — CORPORATE OWNERSHIP OR CONTROL** (as of December 31, 1992)  
 Did another company own more than 50 percent of the voting stock of your corporation OR have the power to control the management and policies of your corporation?

No  
 Yes — Enter the following information on the owning or controlling company

Name of owning or controlling company	Parent address (Number and street, city, State, and ZIP Code)	Employer Identification Number of owning or controlling company

**ITEM 7 — CERTIFICATION** — Please print name of person responsible for completing this report.

Name	Telephone number (Include Area Code)
Signature	Date

## QUESTIONS AND ANSWERS REGARDING THE 1992 SURVEY OF CORPORATE OWNERSHIP

- **Why is this survey being taken?**

To help provide valuable economic data about businesses owned by minorities and women as well as comparable data for businesses owned by nonminorities. This survey is part of the economic census program, which the Census Bureau is required to conduct every 5 years by law (Title 13 of the United States Code). Questions addressing stock ownership, officers, and the Board of Directors have been adopted in compliance with the Women's Business Ownership Act of 1988. This legislation states that the Bureau of the Census must collect information on all corporations owned and controlled by women. The Census Bureau combines data from this survey with data from the other economic censuses and presents them in the Survey of Minority-Owned Business Enterprises and Women-Owned Businesses publication series. The published data include number of firms, sales and receipts, paid employees, and annual payroll and are presented by geographic area, industry, firm size, and form of organization.

- **Who uses the survey data?**

Persons and institutions in both the public and private sectors extensively use these survey data. Accurate data regarding business ownership are critical to informed decision making by Federal, State, and local governments regarding business assistance programs. In addition, private companies and trade associations use the data to analyze industry trends; educators use them in teaching and research; and the media use them in news articles.

- **Why was I selected for this survey?**

You are part of a small sample of businesses that we randomly selected to represent your type of business and geographic area. The use of a sample substantially limits the reporting burden on small businesses and reduces the survey cost; however, it also greatly increases the importance of receiving a report from each business selected.

- **What businesses are included in this survey?**

Businesses were eligible to be selected for this survey if they reported any business activity on one of the 1992 Internal Revenue Service 1120 tax forms.

- **Can I be paid for completing this report?**

No. The law (Title 13 of the United States Code) that directs the Census Bureau to conduct the economic census and requires firms to report does not authorize payment for completing census reports. In addition, no funds have been appropriated for this purpose.

- **Is each survey response kept confidential?**

Yes. By law, the Census Bureau cannot give individual responses to anyone (including government agencies) for any purpose. Survey responses are immune from legal action and exempt from the provisions of the Freedom of Information Act. Census Bureau publications summarize responses so that the confidentiality of respondents and their business activities is fully protected.

- **Why is the Census Bureau asking questions now about 1992?**

The complete sample for this survey cannot be selected until all tax records for 1992 are available. Use of these tax records delays the mailing of this survey, but allows us to reduce significantly the number of survey questions and the survey cost.

- **How much time is estimated for completion of this form?**

We estimate that the average time to complete this form will be 10 minutes. We realize that some corporations with widely held stock may take considerably longer to complete the information requested. However, the estimate is an average for all firms based on our understanding that many corporations can complete this form without referring to company records.

- **How can I get more information?**

Call 1-800-233-6136 Monday through Friday, 8 a.m. to 8 p.m. eastern time. Our telephone staff can answer survey questions as well as provide you with additional forms and instructions.

We estimate that it will take 10 minutes or less to complete this questionnaire. If you have any comments regarding these estimates or any other aspect of this survey, send them to the Associate Director for Administration, Paperwork Reduction Project 0607-0765, Room 3104, FB 3, Bureau of the Census, Washington, DC 20233; and to the Office of Management and Budget, Paperwork Reduction Project 0607-0765, Washington, DC 20503.