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U.S. DEPARTMENT OF COMMERCE
Economics and Statistics Administration
U.S. CENSUS BUREAU

FORM
SA-42A (10-22-2012)

2012 ANNUAL WHOLESALE TRADE REPORT
WHOLESALE DISTRIBUTORS

DUE DATE

Need help or have questions?

Call 1-800-327-4389, option "3"
(8:30 a.m. - 4:30 p.m. ET, M-F)

YOUR RESPONSE IS REQUIRED BY LAW. Title 13, United States Code, requires businesses and other organizations that receive this questionnaire to answer the questions and return the report to the U.S. Census Bureau. By the same law, **YOUR CENSUS REPORT IS CONFIDENTIAL.** It may be seen only by persons sworn to uphold the confidentiality of Census Bureau information and may be used only for statistical purposes. Under the same law, information that you report cannot be used for taxation, regulation, or investigation and are exempt from release under the Freedom of Information Act. Further, copies of your response retained in your files are immune from legal process.

(Please correct any errors in name, address, and ZIP Code.)

Return via Internet:
econhelp.census.gov/awts

Username:

Password:

Return via Fax:
1-800-447-4613

To view survey results:
census.gov/wholesale

GENERAL INSTRUCTIONS

- **Include** data for auxiliary facilities primarily engaged in supporting services to this firm's establishment(s) such as warehouses, garages, and central administrative offices.
- Any significant change in this firm's operations should be noted in 13 on page 8.
- For establishments sold or acquired in 2012, report data only for the period the establishments were operated by this firm.
- Estimates are acceptable if book figures are not available.
- Enter "0" where applicable.

ANNOUNCEMENTS AND SPECIAL INSTRUCTIONS

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CONTINUE ON PAGE 2

1 Not Applicable.

2 ORGANIZATIONAL CHANGE

A. Did this firm experience any acquisitions, sales, mergers, and/or divestitures in 2012?

☐ Yes

☐ No - *Go to* **3**

B. Which of the following organizational changes occurred in 2012?

Check all that apply. If more than one organizational change occurred during the reporting period, explain in **13** *on page 8.*

☐ Acquisition
☐ Sale
☐ Merger
☐ Divestiture

Date of organizational change . . . . . | Month | Day | Year |
|---|---|---|
| | | |

AND

Enter detailed information below

Name of company	EIN (9 digits)
	-

Address (Number and street, P.O. Box, etc.)

City, town, village, etc.	State	ZIP Code
		-

3 REPORTING PERIOD

NOTE: Calendar year data is preferred. If it is not available, please report for the fiscal year that includes at least six months of data for the 2012 calendar year.

What time period is covered by the data provided in this report?

☐ Calendar year - *Go to* **4**

☐ Fiscal or partial year - *Report beginning and ending dates* . . . . . .

2012		
Beginning Date		
Month	Day	Year
Ending Date		
Month	Day	Year

4 NUMBER OF ESTABLISHMENTS

How many wholesale establishments (including auxiliary facilities primarily engaged in supporting services such as warehouses, garages, and central administrative offices) did this firm operate in 2012?

The remainder of this report refers to the establishments reported here. . . . . . .

2012
Number

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CONTINUE ON PAGE 3

5 SALES, RECEIPTS, OR REVENUE

INCLUDE

- Sales of products that are shipped on this firm's orders directly to customers
- Retail sales made by wholesale establishments covered by this report
- **Gross value** of sales made on a commission basis (not your actual commissions)
- Receipts from freight, installations, rentals, maintenance, repairs, alterations, storage, and other such services
- Excise taxes (such as those on gasoline, liquor, and tobacco) that are levied on the manufacturer and included in the cost of products purchased by this firm

EXCLUDE

- Sales from establishments that are primarily selling products manufactured or mined in the United States by this firm
- Foreign sales of products that are not owned by establishments in the United States
- Nonoperating receipts (such as interest income, income from investments, and receipts from the rental or sale of real estate)
- Commissions earned for the sale of products
- Receipts from customers for carrying or other credit charges

	Mark "X" if None	2012 $ Bil.	2012 Mil.	2012 Thou.	2012 Dol.
A. What were this firm's sales and other operating receipts in 2012?	☐				

B. Did this firm collect any sales taxes in 2012?

☐ Yes

☐ No - *Go to* 6

	2012 $ Bil.	2012 Mil.	2012 Thou.	2012 Dol.
C. What were the total sales taxes collected in 2012?				

6 E-COMMERCE, INCLUDING EDI

E-commerce is the sale of goods and services where the buyer places an order, or the price and terms of the sale are negotiated, over an Electronic Data Interchange (EDI), the Internet, mobile device (M-Commerce), or any other online system. Payment may or may not be made online.

A. Did this firm have any e-commerce sales in 2012?

☐ Yes

☐ No - *Go to* 7 *on the next page*

	Mark "X" if None	2012 $ Bil.	2012 Mil.	2012 Thou.	2012 Dol.
B. What were the total e-commerce sales in 2012? *This amount should equal the sum of* 6*B1 and* 6*B2 shown below.*					
1. What were the EDI network sales in 2012, if any? • *EDI is the exchange of documents in standardized electronic form between organizations in an automated manner directly from a computer application in one organization to an application in another.*	☐				
2. What were the online system sales in 2012, if any? • *Online systems include the Internet, mobile device (M-commerce), extranets, e-mail, and instant messaging.*	☐				

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CONTINUE ON PAGE 4

7 VALUE OF INVENTORIES

INCLUDE

- All inventories of products covered by this report, including auxiliary locations (such as warehouses, garages, and central administrative offices) servicing these establishments, regardless of where held
- Inventory held in Foreign Trade Zones or in bond warehouses in the United States
- Report at cost or market value as of December 31 (or the end of the period for which you are reporting)

EXCLUDE

- Items such as fixtures, equipment, and supplies not held for resale
- Products owned by others that are being held on consignment

A. Did this firm own inventories, regardless of where held, at the end of 2012 (or the end of the period for which you are reporting)?

☐ Yes

☐ No - *Go to* 9 *on the next page*

B. What was the value of inventories?

	Mark "X" if None	2012 $ Bil.	Mil.	Thou.	Dol.
1. Total inventories (if applicable, before Last-in, First-out (LIFO) adjustment)					
2. LIFO reserve (if applicable)	☐				
3. Book value of inventories *7B1 minus 7B2.*					

C. Were inventories reported as of December 31?

☐ Yes - *Go to 7E*

☐ No

D. If not December 31, inventories were reported as of what date?

2012 Month	Day	Year

E. Were any of the inventories reported in 7B1 stored outside, or en route to, the 50 states and the District of Columbia in 2012?

☐ Yes

☐ No - *Go to* 8

F. What was the value of the inventories stored outside, or en route to, the 50 states and the District of Columbia in 2012?
Exclude inventory held in Foreign Trade Zones or in bond warehouses in the U.S.

2012 $ Bil.	Mil.	Thou.	Dol.

8 INVENTORY VALUATION METHOD

A. Were any of the inventories reported in 7B1 subject to the LIFO valuation method?

☐ Yes

☐ No - *Go to* 9 *on the next page*

B. How much of the inventory reported in 7B1 was subject to:

	Mark "X" if None	2012 $ Bil.	Mil.	Thou.	Dol.
1. LIFO valuation method before adjustment					
2. Any other valuation method	☐				
3. Verify Total *Sum of 8B1 and 8B2. Total must equal 7B1.*					

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CONTINUE ON PAGE 5

9 PURCHASES OF PRODUCTS

INCLUDE

- Amounts allowed for trade-ins
- Both raw and finished goods
- Products in transit to you for which you have taken title
- Freight, delivery, and other transportation costs included in product cost
- Import duties (if paid separately)
- Value of goods shipped from any foreign manufacturing plants
- The cost of services resold without processing
- Parts and supplies used in repair work or other service type activities

EXCLUDE

- Returns, allowances, and trade and cash discounts
- Purchases of containers, wrapping, packaging, and selling supplies
- Expenditures for supplies, equipment, and parts purchased for this company's use
- Taxes (sales, excise, and other) collected directly from customers and paid directly to a local, State, or Federal tax agency
- Intra-company purchases between establishments of this reporting unit

What was the total cost of all products purchased for resale for which this firm took title, whether or not payment was made, in 2012?

If purchases are greater than sales, please explain in 13 on page 8. . . . . ☐

Mark "X" if None	2012			
	$ Bil.	Mil.	Thou.	Dol.
☐				

10 OPERATING EXPENSES

INCLUDE

- Expenses arising from the normal course of business, including payroll

EXCLUDE

- Bad debt/customer related loss
- Interest expense
- Purchases of goods for resale or cost of goods sold
- Income taxes
- Impairment (reduction in value of long-lived assets due to reappraisal)
- Transfers made within the company

What were the total operating expenses for this firm in 2012? . . . ☐

Mark "X" if None	2012			
	$ Bil.	Mil.	Thou.	Dol.
☐				

11 DETAILED OPERATING EXPENSES

A. What personnel costs were incurred by this firm in 2012?

1. **Annual payroll before deductions -** Total annual Medicare salaries and wages for all employees as reported on this firm's IRS Form 941, Employer's Quarterly Federal Tax Return, line 5(c). **Include** payments to temporary employees on this firm's payroll, and to commissioned employees on this firm's payroll. Also include the spread on stock options that are taxable to employees as wages. **Exclude** payments for contracted temporary help *(report in line **A3**)*; and commissions paid to contractors (*report in line **C1***). . . ☐

Mark "X" if None	2012			
	$ Bil.	Mil.	Thou.	Dol.
☐				

2. **Employer's cost for fringe benefits -** Employer's cost for legally required programs and programs not required by law:

   a. **Health Insurance -** Insurance premiums or hospital plans, medical plans, and single service plans such as dental, vision, and prescription drugs. **Include** premium equivalents for self-insured plans and fees paid to third-party administrators (TPAs). **Exclude** employee contributions. . . . . ☐

☐				

   b. **Pension plans:**

      i. **Defined contribution plans -** Costs under defined contribution plans. **Include** pension plans that define the employer contributions to a separate account provided for each employee. The employee "benefit" at retirement depends on the amount contributed and the results of the account's activity. Examples include profit sharing plans, money purchase (e.g., 401k, 403b) and stock bonus plans (e.g., ESOPs). . . . . ☐

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CONTINUE WITH 11 ON PAGE 6

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11 DETAILED OPERATING EXPENSES - Continued

	Mark "X" if None	2012 $ Bil.	Mil.	Thou.	Dol.
ii. Defined benefit pension plans - Costs for both qualified and unqualified defined pension plans. **Include** pension plans that specify the benefits to be paid to employees upon retirement, generally either a specific amount or a percentage of compensation. Employer contributions are based on actuarial computations that include the employee's compensation and years of service and are not allocated to specific accounts maintained for employees.	☐				
c. Payroll taxes, employer paid insurance premiums (except health), and other employer benefits - Include legally-required fringe benefits (e.g., Social Security, workers' compensation insurance, unemployment tax, state disability insurance programs, Medicare). Also include benefits for life insurance, "quality of life" benefits (e.g., childcare assistance, subsidized commuting), employer contributions to pre-tax benefits not specified above. **Exclude** disbursements from trusts or funds to satisfy health insurance claims.	☐				
3. Contract temporary staff and leased employee expense - Total costs paid to Professional Employer Organizations (PEOs) and staffing agencies for personnel. **Include** all associated charges for payroll, benefits, and services.	☐				
B. What were the expensed equipment, materials, parts, and supplies, not for resale, incurred by this firm in 2012?					
1. Expensed equipment - Expensed computer hardware and other equipment (e.g., copiers, fax machines, telephones, shop and lab equipment, CPUs, monitors). **Exclude** capitalized equipment; software *(report in line **C2***; leased and rented equipment *(report in line **C7***; and depreciation for capitalized equipment *(report in line **C15**)*.	☐				
2. Purchasing of packaging materials and containers - Include the cost of bags, boxes, wrapping, and sealing materials. **Exclude** office supplies *(report in line **B3**)*; and cost of shipping to customers (*report in line **C12**)*.	☐				
3. Purchases of other materials, parts, and supplies (not for resale) - Materials and supplies used in providing services to others; materials and parts used in repairs; office and janitorial supplies; small tools; and motor fuels. **Exclude** office postage and package delivery expenses *(report in line **C12**)*.	☐				
C. What other operating expenses were incurred by this firm in 2012?					
1. Commission expense - Include commission paid to other firms for sale of products owned by this firm. **Exclude** commission paid to your own employees *(reported in line **A1***).	☐				
2. Expensed purchases of software - Purchases of prepackaged, custom coded, or vendor customized software. **Include** software developed or customized by others, web design, services and purchases, licensing agreements, upgrades of software; and maintenance fees related to software upgrades and alterations. **Exclude** depreciation for capitalized software reported in line **C15.** .	☐				
3. Data processing and other purchased computer services - Include computer facilities management services, computer input preparation, data storage, computer time rental, optical scanning services, and other computer-related advice and services, including training. **Exclude** expenses for integrated systems, repair, and maintenance of computer equipment, payroll processing and credit card transaction fees, and expenses for telecommunication services (e.g., Internet, connectivity, telephone).	☐				
4. Purchased communication services - Telephone, cellular, and fax services; computer-related communications (e.g., Internet, connectivity, online); and other wired and wireless communication services.	☐				
5. Purchased repairs and maintenance to machinery and equipment - Include expensed repair and maintenance services to machinery, vehicles, equipment, and computer hardware. **Exclude** materials, parts, and supplies used for repairs and maintenance performed by this firm's employees *(reported in line **B3**)*.	☐				

CONTINUE WITH 11 ON PAGE 7

CONTINUE ON PAGE 7

11 DETAILED OPERATING EXPENSES - Continued

	Mark "X" if None	2012 $ Bil.	Mil.	Thou.	Dol.
6. Purchased repairs and maintenance to buildings, structures, and offices - Include repair and maintenance to integral parts of buildings (e.g., elevators, heating systems). **Exclude** materials, parts, and supplies, used for repairs and maintenance performed by this firm's employees *(reported in line **B3**)*. Purchased janitorial and grounds maintenance services *(report in line **C17**)*.	☐				
7. Lease and rental payments for machinery, equipment, and other tangible items - Include lease and rental of transportation equipment without operators; and penalties incurred for broken leases. **Exclude** payments for capital and financing lease agreements and licensing/leasing of software.	☐				
8. Lease and rental payments for land, buildings, structures, store space, and offices - Include penalties incurred for broken leases.	☐				
9. Purchased electricity - Include the cost of electricity paid directly to the utility company. **Exclude** the cost of electricity within lease or rental payments *(reported in line **C8**)*.	☐				
10. Purchased fuels (except motor fuels) - Include fuel for heating, power, or generating electricity (e.g., natural gas, propane, oil, coal). **Exclude** the cost of motor fuels *(reported in line **B3**)*; and the cost of fuels within lease or rental payments *(reported in line **C8**)*.	☐				
11. Water, sewer, refuse removal, and other utility payments - Include the cost of hazardous waste removal. **Exclude** the cost of these utilities within lease or rental payments *(reported in line **C8**)*.	☐				
12. Purchased transportation, shipping, and warehousing services - Include the cost of postage, delivery expenses, and packaging and containers provided as part of the purchased service. **Exclude** the cost of shipping using this firm's vehicles or employees.	☐				
13. Purchased advertising and promotional services - Include marketing and public relations services.	☐				
14. Purchased professional and technical services - Include management consulting, accounting, auditing, bookkeeping, legal, actuarial, payroll processing, architectural, engineering, and other professional services. **Exclude** salaries paid to your own employees for these services.	☐				
15. Depreciation and amortization charges - Include depreciation charges taken against tangible assets owned and used by this firm, tangible assets and improvements owned by this firm within leaseholds, tangible assets obtained through capital lease agreements, and amortization charges against intangible assets (e.g., patents, copyrights). **Exclude** impairment (reduction in value of long-lived assets due to reappraisals).	☐				
16. Governmental taxes and license fees - Payments to government agencies for taxes and licenses. **Include** business and property taxes. **Exclude** income taxes and sales and excise taxes collected from customers.	☐				
17. All other operating expenses - Include operating expenses not reported elsewhere, unless excluded by the following list. **Exclude** purchase of products for resale (cost of goods sold); bad debt; transfers made within the company; capitalized expenses; interest; impairment; income, sales, and excise taxes; and other non-operating expenses.	☐				
18. TOTAL OPERATING EXPENSES Total of **11A1-11C17** must equal **10**.	☐				

12 INTEREST EXPENSE

	Mark "X" if None	2012 $ Bil.	Mil.	Thou.	Dol.
What was the total interest expense for this firm in 2012? **Interest expense -** expenses incurred in the financing of operations and long lived assets used in continuing operations. **Exclude** transfers made within the company and capitalized interest.	☐				

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CONTINUE ON PAGE 8

13 **REMARKS -** Please use this space to explain any significant year-to-year changes, to clarify responses, or indicate where data were estimated.

14 **CONTACT INFORMATION**

Name of person to contact regarding this report *(Please print)*					Title				
Telephone	Area code	Number			Extension	Fax	Area code	Number	
			-						-
Website									
www.									

THANK YOU
for completing your Annual Wholesale Trade Report.
We suggest you keep a copy for your records.

Public reporting burden for this collection of information is estimated to average 3.2 hours per response, including the time for assembling data from existing records and completing the form. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to: Paperwork Project 0607-0195, U.S. Census Bureau, 4600 Silver Hill Road, AMSD-3K138, Washington, DC 20233. You may e-mail comments to Paperwork@census.gov; use "Paperwork Project 0607-0195" as the subject. Respondents are not required to respond to any information collection unless it displays a valid approval number from the Office of Management and Budget. This 8-digit number appears in the top right corner of this form.