



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

FORM

SA-52390A

(12-06-2012)

OMB No. 0607-0422: Approval Expires 7/31/2015

2012 ANNUAL SERVICES REPORT
Portfolio Management

Due Date

Need help or have questions?

Call 1-800-772-7851

(8:30 a.m. - 5:00 p.m. ET, M-F)

or

Visit econhelp.census.gov/sas

137

SAS_F

523920

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.

Return via Internet:

econhelp.census.gov/sas

Username:

Password:

Return via Mail:

U.S. Census Bureau
1201 East 10th Street
Jeffersonville, IN 47134-0001

To view Survey Results:

census.gov/services

GENERAL INSTRUCTIONS

- Any significant change in this firm's operations should be noted in **17**.
- 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.
- Do not combine data for two or more detailed lines.
- Report data on an accrual basis, except for payroll.
- Dollars should be rounded to the nearest dollar.
- If a figure is \$1,030,280,456 it should be reported as →

Bil.	Mil.	Thou.	Dol.
1	0	3	0
2	8	0	4
5	6		

Include:

- Data for all Services establishments (excluding data for Retail, Wholesale, Manufacturing, Mining, and Construction operations) as defined by the survey coverage in **1B**.
- Data for auxiliary facilities primarily engaged in supporting services to those establishment(s) such as warehouses, garages, central administrative offices, and repair services.

1 A. MAILING ADDRESS

Is this firm's name and mailing address the same as shown in the mailing address above?

☐ Yes

0035

☐ No - Enter corrections in the mailing address above

1 B. SURVEY COVERAGE**Did this firm provide the business activities described below?**

This report covers all domestic locations operated by your company and its subsidiaries primarily engaged in managing the portfolio assets (i.e., funds) of others on a fee or commission basis. Establishments in this industry have the authority to make investment decisions and derive fees based on the size and/or overall performance of the portfolio. Examples include managing trusts, mutual fund managing, pension fund managing, and portfolio fund managing.

0001 ☐ Yes

☐ No - Specify this firm's business activity ↴

0002

2 Not Applicable.

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

0016 ☐ Yes

☐ No - Go to **4**

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 **17**.

0091	☐ Acquisition	Date of organizational change 0018 AND Enter detailed information below ↴	Month	Day	Year
	☐ Sale				
	☐ Merger				
	☐ Divestiture				

0017	Name of company	0019	EIN (9 digits)
			-
Address (Number and street, P.O. Box, etc.)			
City, town, village, etc.		State	ZIP Code
			-

52391026

4 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

0006

☐ Fiscal or partial year - Report beginning and ending dates 0007

2012		
Beginning Date		
Month	Day	Year
Ending Date		
Month	Day	Year

0008

5 Not Applicable.

6 SALES, RECEIPTS, OR REVENUE

What were the revenues for this firm in 2012?

Include:

- Report gross billings, **except** where noted elsewhere on the form.
- Amounts received for work subcontracted to others.
- Revenue from services performed by domestic locations of foreign parent firms, subsidiaries, branches, etc.
- Dues and assessments from members and affiliates.
- Income from investments, sales of company-owned real estate (land and building) or other assets (except inventory held for resale), securities, gifts, loans, contributions, and grants.
- Interest earned from financing leases. Interest earned from sales, rent or lease under capital, finance, or full payout. Also include interest, dividends, and royalties.
- Net realized gains (losses) within specified area(s) of activity.
- Rents from separately operated departments, concessions, etc., which are leased to others.
- E-commerce revenue.

Exclude:

- Transfers made within the company.
- Net unrealized gains (losses).
- Taxes collected directly from customers or clients and paid directly to a local, state, or federal tax agency.
- Revenue of separately operated departments, concessions, etc., which are leased to others.
- Revenue from customers for carrying or other credit charges.
- Commissions from vending machine operators.
- Revenue of foreign subsidiaries (those located outside the U.S., i.e., outside the 50 states, District of Columbia, U.S. Commonwealth Territories, or U.S. Possessions).
- Revenue from the sale of used equipment.

Mark "X"
if None

2012			
\$ Bil.	Mil.	Thou.	Dol.

1. Financial Planning and Investment Management Products**a. Financial planning and investment management services for individuals** - Providing financial planning, advisory, and investment management services for private individuals. Report corresponding services for trust accounts in line 3 2104
☐

--	--	--	--	--

b. Financial planning and investment management services for businesses and governments - Providing financial planning, advisory, and investment management services for businesses and governments 2124
☐

--	--	--	--	--

2. Brokering and dealing products - equities - Brokering and dealing in equity securities (e.g., common stock, preferred stock, convertible bonds, warrants, industrial corporations, commercial corporations, non-financial services corporations, financial corporations, holding companies, American Depositary Receipts, Estate Contribution Certificates, and all other equity products) 2101
☐

--	--	--	--	--

3. Trust products - Trust products involve one party establishing a fiduciary relationship with a second party, such that the second party manages property for the benefit of either the first party or others . . . 6411
☐

--	--	--	--	--

CONTINUE WITH **6** ON PAGE 4

CONTINUE ON PAGE 4

52391034

6 SALES, RECEIPTS, OR REVENUE - ContinuedMark "X"
if None**2012**

\$ Bil.	Mil.	Thou.	Dol.

- 4. All other operating revenue** - Revenue not reported in lines 1a through 3. If this item is greater than 20% of the total operating revenue, specify the primary source of the revenue below ↗

	1799	☐					
--	------	--------------------------	--	--	--	--	--

5. TOTAL OPERATING REVENUE

Sum of lines 1a through 4 1800

7 Not Applicable.**8 E-COMMERCE**

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 Internet, mobile device (M-Commerce), extranet, EDI network, electronic mail, or other comparable online system. Payment may or may not be made online.

A. Did this firm have any e-commerce revenue in 2012?
☐ Yes

☐ No - Go to **10**

2012			
\$ Bil.	Mil.	Thou.	Dol.

B. What was the total e-commerce revenue in 2012? 2000**9** Not Applicable.**10 SOURCE OF BROKERING AND DEALING EQUITY REVENUE**How much of the brokering and dealing equity revenue reported in **6**, line 2, is received from the following categories?**1. Fees and commissions** 2107**2. Interest income from trading accounts (including margin interest)** 2108**3. Net gains in trading accounts** 2109 +

2012	
Percent	
	%
	%
	%
100	%

11 and 12 Not Applicable.**13 EXPORT REVENUE**

An exported service is a service performed for a customer or client (individual, government, business establishment, etc.) located outside the United States (i.e., outside the 50 States, District of Columbia, U.S. Commonwealth Territories, or U.S. Possessions).

Include:

- Services performed for unaffiliated and affiliated foreign firms (i.e., foreign parent firms, subsidiaries, branches, etc.).

Exclude:

- Services provided to domestic subsidiaries of foreign firms.

A. Did the revenue reported in 6 include any revenue from exports?
☐ Yes

☐ No - Go to **14**

2012			
\$ Bil.	Mil.	Thou.	Dol.

B. What was this firm's revenue from exports in 2012? 2100

What were the operating expenses for this firm in 2012?

- Transfers made within the company.
- Capitalized expenses.
- Bad debt.
- Impairment.
- Income tax.

Include salaries and wages, commissions, dismissal pay, bonuses, employee contributions to Social Security, income tax withholding, union dues, group insurance premiums, savings bonds, cash equivalent in-kind, allowances, holiday pay, vacation pay, sick leave, stock purchase plans, and employee contributions to pension plans. **Exclude** the cost of leased employees, employer's cost for fringe benefits, and temporary staff obtained from temporary help services. For unincorporated businesses, **exclude** profit or other compensation of proprietors or partners.

Include travel and entertainment; postage, shipping or delivery services; warehousing and storage services; royalties; security services; janitorial and grounds maintenance services; purchased transportation with operators; and other expenses not reported elsewhere.

\$ Bil.	Mil.	Thou.	Dol.
---------	------	-------	------

52391059

14 OPERATING EXPENSES - ContinuedMark "X"
if None**2012**

\$ Bil. Mil. Thou. DoI.

1. Personnel Costs - Continued

- c. Temporary staff and leased employee expense** - Total costs paid to Professional Employer Organizations (PEOs) and staffing agencies for personnel. **Include** all charges for payroll, benefits, and services 1823

2. Expensed Materials, Parts, and Supplies (not for resale)

- a. Expensed equipment** - Expensed computer hardware and other equipment (e.g., copiers, fax machines, telephones, shop and lab equipment, CPUs, monitors). Report packaged software in line **3a**. Report leased and rented equipment in line **3i** 1824
- b. Expensed purchases of other materials, parts, and supplies** - Materials and supplies used in providing services to others; materials and parts used in repairs; office and janitorial supplies; small tools; containers and other packaging materials; and motor fuels 1825

3. Expensed Purchased Services

- a. 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 . . . 1826
- b. Data processing and other purchased computer services - Include** web hosting, 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** expensed 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) 1845
- c. Purchased communication services** - Telephone, cellular, and fax services; computer-related communications (e.g., Internet, connectivity, online), and other wired and wireless communication services 1846
- d. Purchased repairs and maintenance to machinery and equipment** - 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 1848
- e. 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. Report janitorial and grounds maintenance services in line **4d** 1849
- f. Purchased electricity** - If the cost of electricity is included in lease or rental payments, report in line **3j** 1850
- g. Purchased fuels (except motor fuels)** - Fuel for heating, power, or generating electricity (e.g., natural gas, propane, oil, coal). If the costs are included in lease or rental payments, report in line **3j** 1851
- h. Water, sewer, refuse removal, and other utility payments - Include** the cost of hazardous waste removal. If the costs of these utilities are included in lease or rental payments, report in line **3j** 1852
- i. 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** capital and financing lease agreements and licensing/leasing of software 1853
- j. Lease and rental payments for land, buildings, structures, store spaces, and offices - Include** penalties incurred for broken leases 1854
- k. Purchased advertising and promotional services - Include** marketing and public relations services 1830

CONTINUE WITH **14** ON PAGE 7

CONTINUE ON PAGE 7

52391067



14 OPERATING EXPENSES - ContinuedMark "X"
if None**2012**

\$ Bil.	Mil.	Thou.	DoI.
---------	------	-------	------

3. Expensed Purchased Services - Continued**1. 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 1855

☐

--	--	--	--

4. Other Operating Expenses

a. 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 1831

☐

--	--	--	--

b. 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 1832

☐

--	--	--	--

c. Operating interest expense - Report non-operating interest expense in 15 2110

☐

--	--	--	--

d. All other operating expenses - All other operating expenses not reported above, unless specifically excluded in the general instructions. **Include** office postage paid and package delivery. **Exclude** purchases of merchandise for resale and non-operating expenses. **If this item is greater than 20% of the total operating expenses, specify the primary source of the expenses below** ↴

--

1859

☐

--	--	--	--

5. TOTAL OPERATING EXPENSES

Sum of lines 1a through 4d 1900

--	--	--	--

15 NON-OPERATING INTEREST EXPENSE

What was the non-operating interest expense for this firm as defined in 1B?

Exclude:

- Transfers made within the company.
- Capitalized interest.

Mark "X"
if None**2012**

\$ Bil.	Mil.	Thou.	DoI.
---------	------	-------	------

Non-operating interest expense - Non-operating interest expenses incurred in the financing of operations and long lived assets used in continuing operations 1857

☐

--	--	--	--

16 Not Applicable.

52391075



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

18 CONTACT INFORMATION

Name of person to contact regarding this report (<i>Please print</i>)					Title				
Address (Number and street)				City		State	ZIP Code		
Telephone	Area code	Number		Extension	Fax	Area code	Number		
E-mail address					Website address				

Public reporting burden for this collection of information is estimated to average 3-6 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to: Paperwork Project 0607-0422, 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 0607-0422" as the subject. Please include form name and number in all correspondence. 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 on the front of this form.

52391083