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

FORM
SA-42 (01-15-2010)

2009 ANNUAL WHOLESALE TRADE REPORT
WHOLESALE DISTRIBUTORS

OMB No. 0607-0195: Approval Expires 9/30/2011

DUE DATE

Need help or have questions?

Call 1-800-327-4389, option "3" (8:30 a.m. - 4:30 p.m. EST, 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. Further, copies retained in respondents' files are immune from legal process.

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

Return via Internet:
www.census.gov/econhelp/awts

Username:

Password:

If you change your password, please keep a record for future reference.

Return via Fax:
1-800-447-4613

Return via Mail:
U.S. CENSUS BUREAU
1201 East 10th Street
Jeffersonville, IN 47132-0001

GENERAL INSTRUCTIONS

- This report should cover ALL wholesale distributor establishments in the United States reporting payroll **under the Employer Identification Number (EIN)** as referenced in ❶.
- **Include** data for auxiliary facilities operated under this EIN that are primarily engaged in furnishing supporting services to your wholesale establishments (such as warehouses, garages, central administrative offices, and repair services).
- For establishments sold or acquired during 2009, report data only for the period the establishments were operated by your firm.
- Estimates are acceptable if book figures are not available.

SPECIAL INSTRUCTIONS

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❶ FEDERAL EMPLOYER IDENTIFICATION NUMBER

Does your firm currently report payroll under the EIN

☐ Yes - *Go to ❷ on the next page*

☐ No → A. What is the current EIN for this firm? . . . . . EIN ___ - _____

B. When did your firm start reporting payroll under this EIN? . . . . . Month ___ Year ___

CONTINUE ON PAGE 2

❷ COMPANY AFFILIATION

A. Is this firm owned or controlled by a manufacturer?

☐ Yes - *Continue with ❷B*

☐ No - *Go to ❸*

B. What type of manufacturer? *(Mark "X" ONE box.)*

☐ Domestic ☐ Foreign ☐ Both

❸ NUMBER OF WHOLESALE ESTABLISHMENTS ON DECEMBER 31, 2009

What was the total number of wholesale distributor establishments covered by the firm shown in the address label, including auxiliary locations (such as warehouses, garages, and central administrative offices) servicing these establishments? . . . . . .

Number in 2009

❹ DOLLAR VOLUME OF BUSINESS

Instructions: *Sales should cover 12 months of data. If sales are for a fiscal year, sales should represent 12 months of data and include at least 6 months of data from the reference year.*

INCLUDE

- Sales of products that are shipped on this firm's orders directly to customers
- Sales of goods imported to the United States by your company
- 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
- Sales to farmers for farm use (such as farm equipment, seeds, fertilizer, and feed)
- Sales of nonconsumer durable goods (such as industrial machinery, construction machinery, heavy trucks, and tractors)

EXCLUDE

- Sales recorded on form SA-42A(MSBO), if received
- Foreign sales of products that never enter the United States
- Taxes (sales, excise, and other) collected **directly** from customers and paid **directly** to a local, State, or Federal tax agency
- Nonoperating receipts (such as interest income, income from investments, and receipts from the rental or sale of real estate)
- Commissions or fees for goods that never entered the United States
- Finance charges

DEDUCT

- Refunds and allowances for returned products
- The actual value of rebates and discounts granted to the purchaser, even if granted as an increase in trade-in allowance

A. What were the amounts of sales and other operating receipts for the wholesale establishments reported in ❸? *(Include e-commerce sales reported in ❺B)* . . . . . .

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

B. Did you report sales figures in ❹A for the period that began on January 1 and ended on December 31, 2009?

☐ Yes - *Go to ❺ on the next page*

☐ No - Please report your beginning and ending dates . . . . . .

Beginning Date		
Month	Day	Year
Ending Date		
Month	Day	Year

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❺ E-COMMERCE

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

- 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.
- Other online systems include the Internet, extranets, e-mail, and instant messaging.

A. Did you have any e-commerce sales (as described above) during 2009?

☐ Yes - *Continue with ❺B*

☐ No - *Go to ❻ on the next page*

	$ Bil.	Mil.	Thou.	Dol.
B. What was the total e-commerce sales for 2009?				
• This amount should equal the sum of ❺B1 and ❺B2 shown below. • Also include this amount in item ❹A				
1. What were the EDI network sales during 2009, if any?				
• This includes EDI over the Internet • 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 during 2009?				
• This excludes EDI over the Internet • Other online systems include the Internet, extranets, e-mail, and instant messaging.				

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6 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**
- 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 establishments covered by this report own inventories, regardless of where held, at the end of 2009 (or the end of the period for which you are reporting)?

☐ Yes - *Continue with 6B*

☐ No - *Go to 8 on the next page*

B. Are you reporting inventories as of December 31, 2009?

☐ Yes - *Continue with 6C*

☐ No - For what date are you reporting inventories? . . . . . .

Month	Day	Year

C. What was the value of your inventories?

	$ Bil.	Mil.	Thou.	Dol.
1. Total inventories (if applicable, before Last-in, First-out (LIFO) adjustment) . .				
2. LIFO reserve, if applicable (enter zero if not applicable)				
3. Book value of inventories *(6C1 minus 6C2)*				

D. Were any of the inventories reported in 6C1 stored, or en route, OUTSIDE the 50 states and the District of Columbia?

☐ Yes - *Continue with 6E*

☐ No - *Go to 7*

E. What was the value of the inventories stored, or en route, OUTSIDE the 50 states and the District of Columbia? . . . . . .

$ Bil.	Mil.	Thou.	Dol.

- Do not report inventory held in Foreign Trade Zones or in bond warehouses in the U.S. that should be reported in 6C1 above

7 INVENTORY VALUATION METHOD

A. Were any of the inventories reported in 6C subject to the LIFO valuation method?

☐ Yes - *Continue with 7B*

☐ No - *Go to 8 on the next page*

B. How much of the inventory was subject to:

	$ Bil.	Mil.	Thou.	Dol.
1. LIFO valuation method before adjustment				
2. Any other valuation method				
3. Verify Total *(Add 7B1 and 7B2. Total must equal 6C1 above)*				

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8 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 your manufacturing plants to be sold
- 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 your company's use
- Purchases of liquor and tobacco tax stamps
- 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

	Mark "X" if None	$ Bil.	Mil.	Thou.	Dol.
What was the total cost of all products purchased for resale for which you took title whether or not payment was made during 2009?	☐				

NOTE: If purchases are greater than sales, please explain in 10.

9 OPERATING EXPENSES

INCLUDE

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

EXCLUDE

- Bad debt/customer related loss
- Purchases of goods for resale or cost of goods sold
- Income taxes
- Taxes (sales, excise, and other) collected directly from customers and paid directly to a local, State, or Federal tax agency
- Interest expenses
- Impairment (reduction in value of long-lived assets due to reappraisal)
- Capitalized expenses (except payroll and fringe benefits)
- Transfers made within the company

	Mark "X" if None	$ Bil.	Mil.	Thou.	Dol.
What were the total operating expenses for the wholesale establishments reported in 3?	☐				

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10 **REMARKS** - *Please use this space to explain any significant year-to-year changes, to clarify your responses, etc.*

11 **CONTACT PERSON -** Certifies data are accurate and can assist with any questions

Name of person to contact regarding this report - *(Please print)*

Title

Telephone

Area Code	Number		Extension
		-	

Fax

Area Code	Number		
		-	

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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 30 minutes per response, including the time for assembling data from existing records and completing this 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 (OMB). The OMB eight-digit number appears in the upper right corner of this form.