

FORM **SA-42A**
(12-14-99)
U.S. DEPARTMENT OF COMMERCE
Economics and Statistics Administration
U.S. CENSUS BUREAU
**ANNUAL
TRADE SURVEY
1999**

Public reporting burden for this collection of information is estimated to average 27 minutes 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 the Associate Director for Finance and Administration, Paperwork Reduction Project 0607-0013, Bureau of the Census, Room 3104, FB 3, Washington, DC 20233-0001. **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 of this form.

NOTICE — Response to this inquiry is required by law (title 13, U.S. Code). By the same law, your report to the Census Bureau is **confidential**. It may be seen only by sworn Census employees and may be used only for statistical purposes. The law also provides that copies retained in your files are **immune from legal process**.

**Any questions call
1-800-772-7851**

Return the completed report in the enclosed preaddressed envelope within **30 days** after you receive it. **PROMPT RETURN WILL RESULT IN CONSIDERABLE SAVINGS TO YOUR GOVERNMENT.**

RETURN TO
↓
**U.S. CENSUS BUREAU
1201 East 10th Street
Jeffersonville, IN 47132-0001
FAX 1-800-447-4613**

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

GENERAL INSTRUCTIONS

Please read all instructions.

Report all values in dollars (omit cents).

Please explain any significant data changes in the "Remarks" section of this report.

Report data for calendar years 1999 and 1998. If calendar year records are not available, data for fiscal years will be acceptable. Indicate in the appropriate items the period covered.

If book figures are not available, carefully prepared estimates for data items are acceptable for the statistical purposes of this survey. Be sure to complete every item. Enter "0" in items where appropriate.

This report should cover ALL merchant wholesale establishments operated by your company and its subsidiaries in the United States (all 50 States and the District of Columbia), except for

subsidiaries of operating units which have been requested to submit separate Annual Trade Survey Reports to the Bureau of the Census.

Include data for auxiliary facilities of your firm primarily engaged in furnishing supporting services to your wholesale establishments (such as warehouses, garages, central administrative offices, and repair services). Also **include** sales of goods from a **foreign manufacturer** if goods enter the **United States**.

Exclude goods produced by your **own** company or **parent** company if goods are manufactured in the United States. Also **exclude** data for wholesale establishments operated by other firms, such as by franchise.

PLEASE NOTE - For establishments sold or acquired during 1999 or 1998, report data only for the period the establishments were operated by your firm.

Item 1 OWNERSHIP OR CONTROL

050

Is this company owned or controlled by another company?
1 YES →
2 NO

Enter the company name and address and **Employer Identification Number (EIN)**

Owning or controlling company — *Street name and number, city, State, ZIP Code*

056 (EIN)

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Item 2 NUMBER OF WHOLESALE ESTABLISHMENTS ON DECEMBER 31, 1999 and 1998

Enter the total number of merchant wholesale establishments covered by this report including auxiliary locations (such as warehouses, garages, and central administrative offices) servicing these establishments.

	1999 Number	1998 Number
	110	160

Item 3 DOLLAR VOLUME OF BUSINESS IN 1999 and 1998 - 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 for 1999 and 1998.

INCLUDE

- Cash and credit sales
- Retail sales made by wholesale establishments covered by this report
- Receipts from freight, installations, maintenance, repairs, alterations, storage, and other such services
- **Gross value** of sales made on a commission basis for others
- Sales of goods which are shipped on this firm's orders directly to customers
- Sales of goods from a **foreign manufacturer** that have entered the **United States**
- Excise taxes (such as those on gasoline, liquor, and tobacco) which are levied on the manufacturer and included in the cost of goods purchased by this firm

EXCLUDE

- Foreign sales of goods that never enter the United States
- Taxes (sales, excise, and other) collected **directly** from customers and paid **directly** to a local, State, or Federal agency
- Transfers (billings) to other establishments in your company
- Sales of goods **produced** by your **own** company or **parent** company if manufactured in the **United States**
- Nonoperating receipts (such as interest income, income from investments, and receipts from the rental or sale of real estate)
- Receipts from customers for carrying or other credit charges

DEDUCT

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

NOTE - Carefully prepared estimates are acceptable if book figures are not available.

	1999				1998			
	Bil.	Mil.	Thou.	Dol.	Bil.	Mil.	Thou.	Dol.
a. Sales and other operating receipts EXCLUDING sales (or other) taxes collected but INCLUDING the value of liquor and tobacco tax stamps.	100				150			
b. Did your firm have e-commerce sales during 1999 and/or 1998? 130 1 <input type="checkbox"/> YES — Enter the date your company began e-commerce sales. → 2 <input type="checkbox"/> NO — Continue to item 3d.	Month (i.e., June = 06)				Year (i.e., Year = 1999)			
	111				112			
c. E-commerce sales by your firm for 1999 and 1998 (Include e-commerce sales in Item 3a. Exclude sales taxes and shipping and handling.) → <i>(E-commerce sales are sales of goods and services over an Internet, extranet, EDI, or other online system. Payment may or may not be made online.)</i>	1999				1998			
	113				163			
d. If the sales reported on line 3a are for a period other than January 1 through December 31 , please enter the beginning and ending dates.	104	Month	Day	Year	154	Month	Day	Year
	From				From			
	105				155			
	To				To			

Item 4 MERCHANDISE INVENTORIES ON DECEMBER 31, 1999 AND 1998

Report cost or market value of all merchandise. If book figures are not available as of December 31, carefully prepared estimates of inventories for December 31, labeled "Est." OR book figures for the most recent date **within 6 months of** December 31, will be acceptable. **For inventories at LIFO cost, use the LIFO amount plus the LIFO reserve.**

INCLUDE

- All merchandise owned and held in the United States, including:
 1. Goods in transit in the United States
 2. Goods held in Foreign Trade Zones in the United States
 3. Goods held by others for sale on consignment

EXCLUDE

- Items such as fixtures, equipment, and supplies not held for resale
- Goods owned by others, such as those held on consignment
- Goods held outside the United States

a. TOTAL INVENTORIES

1999			1998		
Mil.	Thou.	Dol.	Mil.	Thou.	Dol.
200			250		

b. DATE OF INVENTORIES

Are the data reported in item 4a for a date other than December 31?

- 220 1 YES — Enter the date that the data represent
 2 NO — Go to item 5

Month	Day	Year	Month	Day	Year
203			253		

Item 5 METHOD BY WHICH INVENTORY WAS VALUED

Using the inventory total as reported in item 4a, please indicate the dollar amount of that total according to the method or methods shown. It is important that the dollar breakdown apply to the inventory total reported in item 4a.

NOTE - The sum of item 5b(1) and 5b(2) should equal item 5b.

NOTE - The sum of items 5b and 5c should equal item 4a.

a. Does your firm value any inventory on a LIFO (last-in, first-out) basis? If "YES," what year did your firm begin using the LIFO method? →

- 305 1 YES — Continue with line 5b
 19 _____
 2 NO — Enter total in line 5c

b. LIFO — Amount of inventories in item 4a subject to LIFO costing (includes LIFO reserve)

1999			1998		
Mil.	Thou.	Dol.	Mil.	Thou.	Dol.
302			352		
301			351		
300			350		
303			353		

(1) LIFO RESERVE — The LIFO reserve is the DIFFERENCE between a given physical stock valued on a non-LIFO basis, for example, FIFO, and that same physical stock valued at LIFO (i.e., non-LIFO value MINUS LIFO value)

(2) LIFO value of inventories in item 5b (excludes LIFO reserve)

c. Amount of total inventories in item 4a not subject to LIFO costing

Item 6 TOTAL PURCHASES OF MERCHANDISE IN 1999 AND 1998

Report total cost of all merchandise **purchased for resale** (net of returns, allowances, and trade and cash discounts, but **including** amounts allowed for trade-ins) for which you took title in 1999 and 1998 whether or not payment was made during the respective year. If possible, **exclude** purchases of containers, wrappings, packaging, and selling supplies. Purchases should be reported for the same months as sales data. **NOTE —** If purchases are **greater than sales**, please provide an explanation in the "Remarks" section shown below.

INCLUDE

- Both raw and finished goods
- Cash and credit purchases
- Merchandise in transit to you for which you have taken title
- Deliveries of your merchandise to your warehouse(s) and store(s) but not deliveries from your warehouse(s) to your own store(s)
- Amounts allowed for trade-ins
- Freight, delivery, and other transportation costs
- Import duties (if paid separately)

- The cost of services resold without processing
- Parts and supplies used in repair work or other service type activities

EXCLUDE

- Expenditures for supplies, equipment, and parts purchased for your company's use or used in repair work and other service type activities
- Purchases of liquor and tobacco tax stamps
- Sales and other taxes collected directly from customers and paid directly to a local, State, or Federal agency

PURCHASES AT COST VALUE			
1999			
Bil.	Mil.	Thou.	Dol.
400			
1998			
Bil.	Mil.	Thou.	Dol.
450			

Were any of the goods purchased for resale ordered over an Internet, extranet, EDI or other online system?

- 405 1 YES 2 NO 3 Don't know

Remarks

962

CENSUS USE

961

Item 7 CERTIFICATION — This report is substantially accurate and has been prepared in accordance with instructions.

Name of person to contact regarding this report (Please print) 950	Address (Number and street, city, State, ZIP Code) 951	954 Telephone		
		Area code	Number	Extension
Signature of authorized person	Title 952	Date 953	955 Fax number	
			Area code	Number
			956 Internet address (firm's homepage)	
			http://	