

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



FORM
SA-42
(9-15-2004)

2004 ANNUAL TRADE SURVEY MERCHANT WHOLESALERS

DUE DATE

NOTICE — 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 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.**

Any questions call 1-800-772-7851

Return the completed report in the enclosed preaddressed envelope by the due date shown above.

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(s) in name, address, and ZIP Code)

REPORTING INSTRUCTIONS

- This report should cover ALL merchant wholesalers' establishments in the United States whose payroll was reported on the Employer's Quarterly Federal Tax Return, Treasury Form 941, **under the Employer Identification Number (EIN)** shown in the address label (or as corrected in item 6).
- **Exclude** goods produced by your **own** company or **parent** company if goods are manufactured in the United States.
- **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). **Include** sales of goods from a **foreign manufacturer** if goods **entered the United States.**
- For establishments sold or acquired during 2004, report data only for the period the establishments were operated by your firm.
- 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.
- Report data for calendar year 2004. If calendar year records are not available, data for the fiscal year will be acceptable. Indicate in the appropriate items the period covered.
- Please explain any significant year-to-year data changes in item 3 "Remarks" on page 4.

1 NUMBER OF WHOLESALE ESTABLISHMENTS ON DECEMBER 31, 2004

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

Number in 2004

110

2 DOLLAR VOLUME OF BUSINESS IN 2004

2004			
\$ Bil.	Mil.	Thou.	Dol.
100			

a. What were the amounts of sales and other operating receipts EXCLUDING sales (or other) taxes collected but INCLUDING the value of liquor and tobacco tax stamps? Include e-commerce sales shown in item 2c.

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

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 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**
- Retail sales made by wholesale establishments covered by this report
- Gross value of sales made on a commission basis for non-affiliated firms
- Cash and credit sales
- Receipts from freight, installations, maintenance, repairs, alterations, storage, and other such services
- 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

- Sales of goods **produced** by your **own** company or **parent** company if manufactured in the **United States**
- Foreign sales of goods that never enter the United States
- Inter-company transfers to other establishments in your firm
- Taxes (sales, excise, and other) collected **directly** from customers and paid **directly** to a local, State, or Federal agency
- 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
- Commissions earned for the sale of products

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

b. Did the wholesale establishments in 1 have any e-commerce or Electronic Data Interchange (EDI) network sales during 2004?

• E-commerce sales and/or receipts are sales of goods and services, where an order is placed by the buyer or price and terms of the sale are negotiated over an Internet, extranet, EDI network, electronic mail, or other online system. Payment may or may not be made online.

- 120 1 YES → Continue with 2c
 2 NO — GO to question 2d below

c. What are the total e-commerce and EDI network sales and/or receipts for 2004 for the wholesale establishments reported in 1?

- This amount should equal the sum of 2c(1) and 2c(2) shown below.
- Also include this amount in item 2a.

(1) Did the wholesale establishments have Internet, extranet, electronic mail or other online system sales during 2004 (exclude EDI)?

- 130 1 YES → What was the amount of those sales?
 2 NO — Continue with 2c(2)

(2) Did the wholesale establishments have EDI network sales during 2004?

- 131 1 YES → What was the amount of EDI network sales for these locations during 2004? ...
 2 NO — Continue with 2d

2004			
\$ Bil.	Mil.	Thou.	Dol.
113			
114			
115			

d. Did you report sales figures in 2 a through 2 c for periods that began on January 1 and ended on December 31?

- 1 YES — Continue with 3 Beginning dates
 2 NO → Please report your beginning and ending dates for 2004 Ending dates

2004		
Month	Day	Year
104		
105		

3 MERCHANDISE INVENTORIES ON DECEMBER 31, 2004 AND 2003

a. What were the total cost or market value of all inventories for the wholesale establishments reported in 1 on December 31, 2004 and December 31, 2003 (OR the most recent date available within six months of this date)?

2004				2003			
\$ Bil.	Mil.	Thou.	Dol.	\$ Bil.	Mil.	Thou.	Dol.
200				250			

NOTE: For inventories at LIFO (last-in, first-out) cost, use the LIFO amount plus the LIFO reserve.

INCLUDE

- Merchandise owned and held in the United States
- Merchandise in transit in the United States
- Merchandise held by others for sale on consignment

EXCLUDE

- Fixtures, equipment, and supplies not for resale
- Merchandise held or owned outside the United States
- Merchandise from others held by you on consignment

b. What are the dates for the inventory reported in 3a, IF they are OTHER than December 31?

2004			2003		
Month	Day	Year	Month	Day	Year
203			253		

4 METHOD BY WHICH INVENTORY WAS VALUED

a. Does this firm value any inventory on a LIFO (last-in, first-out) basis?

305 YES → In what year did this firm begin using the LIFO method?

NO - Go to 4c below



Instructions: The following questions allocate the inventory total reported in 3a according to the methods requested below. The breakdowns must add up to the total.

b. What is the amount of total inventories reported in item 3a that is subject to LIFO costing, including LIFO reserve?

2004				2003			
\$ Bil.	Mil.	Thou.	Dol.	\$ Bil.	Mil.	Thou.	Dol.
302				352			
301				351			
300				350			
303				353			

NOTE: The sum of items 4b(1) and 4b(2) should equal item 4b.

(1) What is the LIFO reserve value for inventories in 4b?

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) What is the LIFO value of inventories in 4b excluding LIFO reserve?

c. What is the amount of total inventories in item 3a not subject to LIFO costing?

NOTE: The sum of items 4b and 4c should equal item 3a.

5 TOTAL PURCHASES OF MERCHANDISE IN 2004

a. Using the same reporting period defined for sales data provided in 2, What was the total cost of all merchandise **purchased for resale for which you took title in 2004 (net of returns, allowances, and trade and cash discounts but including amounts allowed for trade-ins), whether or not payment was made during 2004?**

NOTE — If purchases are **greater than sales**, please explain in item 8 "Remarks" 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

- 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
- Sales and other taxes collected directly from customers and paid directly to a local, State, or Federal agency

PURCHASES AT COST VALUE			
2004			
\$ Bil.	Mil.	Thou.	Dol.
400			

b. Were any of the goods purchased for resale ordered over an Internet, extranet, Electronic Data Interchange (EDI) network, electronic mail, or other online system?

405 1 YES 2 NO 3 Don't know

6 FEDERAL EMPLOYER IDENTIFICATION NUMBER

Is the Employer Identification Number (EIN) printed in the upper left corner of the address box the **SAME** as that used for this firm on its latest 2004 Employer's Quarterly Federal Tax Return, Treasury Form 941?

020 1 YES → GO to 7
 2 NO — Continue with 6a

a. What is the current EIN for this firm?

021

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Month Year

022	
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b. When did you start reporting payroll under this EIN?

7 COMPANY AFFILIATION

Is this firm owned or controlled by a manufacturer?

1 YES → Is this manufacturer Domestic Foreign Both
 2 NO — Continue with 8

8 Remarks - Please use this space to clarify your responses or to indicate where data was estimated.

962

CENSUS USE
961

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

Name of person to contact regarding this report <i>(Please print)</i> 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
957 e-mail address		956 Internet address (firm's homepage)		
		http://		

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: Paperwork Project 0607-0195, U.S. Census Bureau, 4700 Silver Hill Road, Stop 1500, Washington, DC 20233-1500. You may e-mail comments to Paperwork@census.gov; use "Paperwork Project 0607-0195" 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 of this form.