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FORM **SM-42(00)**
(11-29-2000)
U.S. DEPARTMENT OF COMMERCE
Economics and Statistics Administration
U.S. CENSUS BUREAU

CURRENT TRADE REPORT

DUE DATE:

NOTICE — Your report to the Census Bureau is **confidential by law (Title 13, U.S. Code).** It may be seen only by sworn Census employees and may be used only for statistical purposes from which no firm or establishment may be identified. The law also provides that copies retained in your files are **immune from legal process.**

RETURN COMPLETED FORM IN THE ENCLOSED ENVELOPE
or FAX: 1–800–447–4613
For help call: 1–800–772–7852

ITEM 1 MAILING ADDRESS

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

ITEM 2 CONTACT PERSON

Name

Title

Telephone *(Area code, number, ext.)*

FAX *(Area code, number, ext.)*

ITEM 3 EMPLOYER IDENTIFICATION NUMBER (EIN)

Has this firm acquired any new EINs for its wholesale operation(s) since

☐ Yes - List here and continue with next section
Use "Remarks" section to list additional EINs.
☐ No - Continue with next section

		-							

REPORTING INSTRUCTIONS

This report covers all merchant wholesale establishments and their auxiliary locations owned by the company identified in the label.

Include your Internet sales and inventories in this report.

Note: *Exclude sales of goods which were* ***manufactured in the United States*** *by this firm, parent company or their subsidiaries.*

ITEM 4 SALES AND REPORTING PERIOD *(See instructions on reverse side)*

a. Sales – Enter total monthly sales including receipts from services.
- Explain any significant difference in sales from previous month in the "Remarks" section.
- Estimates are acceptable if book figures are not available.

Mil.	Thou.	Dol.

b. Report period

Mark one box to indicate the period covered by the sales entered in item 4a. If other than "Calendar month" is marked, specify ending date.

☐ Calendar month
☐ 4-week period
☐ 5-week period

Ending date *(Month and day)*

ITEM 5 END-OF-MONTH INVENTORIES *(See instructions on reverse side)*

a. Inventories – Enter total end-of-month inventories.
- Estimates are acceptable if book figures are not available.
- Enter "NA" if inventory data are NOT AVAILABLE or "0" if inventory data are ZERO. Do not leave blank.
- Explain any significant difference in inventories from previous month in the "Remarks" section.

Mil.	Thou.	Dol.

b. Date of inventories

Are the data reported in item 5a for a date other than the end of the month?

☐ Yes – *Enter the date that the data represents and continue with item 6* ☐ No – *Continue with item 6*

Month	Day	Year

ITEM 6 METHOD OF INVENTORY COST DETERMINATION *(See instructions on reverse side)*

a. Were any of the monthly inventories reported in item 5a valued using the LIFO method of cost determination?

☐ Yes – *Continue with item 6b*
☐ No – *Go to item 7*

	Mil.	Thou.	Dol.
b. Amount of inventories in Item 5a subject to LIFO costing (includes LIFO reserve)			
(1) LIFO reserve – The LIFO reserve is the DIFFERENCE between a given physical stock valued on a non-LIFO basis, for example FIFO, and the same physical stock valued at LIFO (i.e., non-LIFO value **minus** LIFO value).			
(2) LIFO value of inventories in item 6b (excludes LIFO reserve)			
c. Amount of inventories in Item 5a not subject to LIFO costing			

Note : The sum of items 6b(1) and 6b(2) should equal item 6b. The sum of items 6b and 6c should equal item 5a.

ITEM 7 NUMBER OF ESTABLISHMENTS

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

Number of establishments

IMPORTANT – PLEASE READ INSTRUCTIONS

(Carefully prepared estimates are acceptable if book figures are not available.)

▶ ITEM 4 – SALES AND REPORTING PERIOD

INCLUDE

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

EXCLUDE

- Foreign sales of goods that never enter the United States
- **Sales of goods produced by this firm, parent company or their subsidiaries if manufactured in the United States**
- Sales tax and other taxes collected directly from customers and paid directly to a local, State, or Federal tax agency
- Transfers (billings) to other establishments in this firm
- 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

▶ ITEM 5 – END-OF-MONTH INVENTORIES

Report end-of-month inventories at cost or market for all wholesale establishments covered by this report, including auxiliary locations (such as warehouses, garages, and central administrative offices) servicing these establishments. For inventories at LIFO (last in, first out) cost, use the LIFO amount plus the reserve.

INCLUDE – All merchandise owned and held in the United States, including:

- Goods in transit in the United States
- Goods held in Foreign Trade Zones in the United States
- 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

▶ ITEM 6 – METHOD OF INVENTORY COST DETERMINATION

If this firm **does not** use the last-in, first-out (LIFO) method of cost determination, mark the "No" box and skip to item 7.

If this firm **does** use the LIFO method –

- but does not value monthly records on a LIFO basis, mark the "No" box and skip to item 7.
- and does value monthly records on a LIFO basis, mark the "Yes" box and report the total inventories subject to LIFO, the LIFO reserve, the LIFO value of inventories, and the total inventories not subject to LIFO.

Remarks

Public reporting burden for this collection of information is estimated to average 7 minutes 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: Associate Director for Finance and Administration; Attn: Paperwork Reduction Project; U.S. Census Bureau; 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 on the front of this form.