INTERNET REPORTING OPTION AVAILABLE - We encourage you to complete this survey online at: https://portal.census.gov

Authentication Code: ____________________________

To view Survey Results: https://www.census.gov/services

GENERAL INSTRUCTIONS

Throughout this survey, any reference to “this firm” is referring to the EIN that is printed in the mailing address area or the new EIN that was provided as a response in [2]. Any responses related to “this firm” should only include data for the EIN reference.

- Any significant change in this firm’s operations should be noted in [8].
- For establishments sold or acquired during the quarter(s), 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.
- Report data on an accrual basis.
- Dollars should be rounded to the nearest dollar.
- If a figure is $1,030,280,456 it should be reported as

<table>
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<th>Bil.</th>
<th>Mil.</th>
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<th>Dol.</th>
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</table>

Include:
- Data for all Services establishments (excluding data for Retail, Wholesale, Manufacturing, Mining, and Construction operations) operated by this firm.
- Data for auxiliary facilities primarily engaged in supporting services to this firm’s establishment(s) such as warehouses, garages, central administrative offices, and repair services.

We estimate this survey will take an average of 10 minutes to complete. More information about this estimate and an address where you may write with comments is on the back of this form.
1. **SURVEY COVERAGE**
   Did this firm provide the business activities described below?

   - Yes
   - No - Specify this firm’s business activity

2. **FEDERAL EMPLOYER IDENTIFICATION NUMBER (EIN)**
   Does this firm report payroll under EIN

   - Yes
   - No - Enter current 9-digit EIN AND date payroll was first reported for this EIN

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

   - Yes
   - No - Go to 4

   B. Which of the following organizational changes occurred in the

   Check all that apply. If more than one organizational change occurred during the reporting period, explain in 8.

   - Acquisition
   - Merger
   - Sale
   - Divestiture

   Date of organizational change
   AND
   Enter detailed information below

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

What time period is covered by the data provided in this report?

☐ Calendar quarter

☐ Other - Report beginning and ending dates . . . . . . . . . . . . . . . . . . . . . . . .

SALES, RECEIPTS, OR REVENUE

Firms operating on a commission basis should report commissions, fees, and other operating revenue income, not gross billings or sales.

INCLUDE

• Net realized gains as well as losses within specified area(s) of activity
• Earned interest
• Commissions and fees received from all sources, including fees earned for exchanging currencies, selling money orders, and cashing checks
• Net gains (losses) from the sale of real property owned by this establishment for investment, rent, or lease (NOT gross sales)
• Gross sales (NOT net gains (losses)) of real property developed or buildings built by this establishment for sale
• Gross rents from real property leased by this establishment to others
• Total value of service contracts
• Amounts received for work subcontracted to others
• Revenue from services performed by domestic locations for foreign parent firms, subsidiaries, branches, etc.
• Rents from departments or concessions operated by other companies at this establishment
• Franchise sales, fees, and royalties
• Sale or licensing of rights to intellectual property protected by copyright or as industrial property (e.g., patents, trademarks)
• Dues and assessments from members and affiliates

EXCLUDE

• Taxes (sales, amusement, occupancy, use, or other) collected directly from customers or clients and paid directly to a local, state, or Federal tax agency
• Revenue from a domestic parent organization, or from franchise locations owned by others
• Revenue of departments or concessions operated by other companies at this establishment
• 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)
• Intracompany transfers
• Revenue from customers for carrying or other credit charges
• Commissions from vending machine operators
• Amounts received for work subcontracted to others
• Revenue from the sale of used equipment
• Revenue from domestic locations for foreign parent firms, subsidiaries, branches, etc.
• Rents from departments or concessions operated by other companies at this establishment
• Franchise sales, fees, and royalties
• Sale or licensing of rights to intellectual property protected by copyright or as industrial property (e.g., patents, trademarks)
• Dues and assessments from members and affiliates

A. What was this firm’s revenue in the

B. Does the revenue reported in QA represent book figure(s) or estimate(s)?

☐ Book figures

☐ Estimates

6 and 7 Not Applicable.
REMARKS - Please use this space to explain any significant quarter-to-quarter changes, to clarify responses, or indicate where data were estimated.

<table>
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<th>CONTACT INFORMATION</th>
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<tbody>
<tr>
<td>Name of person to contact regarding this report <em>(Please print)</em></td>
</tr>
<tr>
<td>Telephone</td>
</tr>
<tr>
<td>Fax</td>
</tr>
</tbody>
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THANK YOU for completing your QUARTERLY SERVICES SURVEY.

We suggest you keep a copy for your records.

INFORMATIONAL COPY ONLY
DO NOT USE TO REPORT