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Name, address, telephone no., and institution code.

Form BE-40 (REV. 01/08) U.S. DEPARTMENT OF COMMERCE BUREAU OF ECONOMIC ANALYSIS

**INSTITUTIONAL REMITTANCES TO FOREIGN COUNTRIES**

If your address, telephone number, or other information is different than what is stated on the cover letter, please check this box.

**RETURN TO**

U.S. Department of Commerce  
Bureau of Economic Analysis, (BE-58)  
Washington, DC 20230 or file electronically at <[www.bea.gov/efile](http://www.bea.gov/efile)>

Period covered by report

**BEA USE ONLY**

BEA USE ONLY	TOTAL REMITTANCES TO FOREIGN COUNTRIES	
	COUNTRY/INTERNATIONAL ORGANIZATION (a)	(thousands of dollars) (b)
35706	ARGENTINA	
33506	BOLIVIA	
35106	BRAZIL	
12205	CANADA	
33706	CHILE	
57010	CHINA	
30106	COLOMBIA	
33106	ECUADOR	
42702	FRANCE	
42802	GERMANY	
20506	GUATEMALA	
21506	HONDURAS	
58210	HONG KONG	
53310	INDIA	
56010	INDONESIA	
50810	ISRAEL	
47502	ITALY	
58809	JAPAN	
77910	KENYA	
20106	MEXICO	
33306	PERU	
56510	PHILIPPINES	
46104	RUSSIA	
79108	SOUTH AFRICA	
46012	SPAIN	
58310	TAIWAN	
54910	THAILAND	
41201	UNITED KINGDOM	
90013	UNITED NATIONS	
90113	OTHER INTERNATIONAL ORGANIZATIONS	



## NOTE

Public reporting burden for this collection of information is estimated to average 1.5 hours per response, including 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 the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Director, Bureau of Economic Analysis (BE-1), U.S. Department of Commerce, Washington, DC 20230; and to the Office of Management and Budget, Paperwork Reduction Project 0608-0002, Washington, DC 20503. Notwithstanding any other provision of law, no person is required to respond nor shall a person be subject to a penalty for failure to comply with a collection of information subject to the requirements of the Paperwork Reduction Act unless that collection of information displays a current valid OMB Control Number.

# GENERAL INSTRUCTIONS

## PURPOSE

Reports on Form BE-40 are requested from religious, charitable, educational, and other nonprofit organizations in order to provide reliable and up-to-date information on their remittances and expenditures as they affect the U.S. balance of international payments.

## FILING OF REPORTS

If total yearly remittances abroad by your organization are expected to equal \$1,000,000 or more, a quarterly report is requested and should be filed within 30 days after the close of each quarter. All other organizations may file annual reports within 90 days after the close of the calendar or fiscal year. Please specify the beginning and ending dates of the period covered by the report in the box on page 1.

## EXEMPTION

A U.S. organization otherwise requested to report is exempted if its total remittances are less than \$100,000 in the year covered by the report. If your organization is exempt from reporting, please send a statement to that effect to avoid unnecessary followups.

## COUNTRY DISTRIBUTION

To the extent your records allow, please distribute your foreign remittances and payments by the individual foreign countries receiving the benefit of these transfers rather than by the country in which the payment has been made. Thus, if outlays for goods and services were paid in country A, but country B was the benefiting recipient country, report the outlay in country B.

Remittances to Guam, Puerto Rico, the U.S. Virgin Islands, and other U.S. Territories and Protectorates should not be included, but remittances from these areas to foreign countries should be included, because these areas are part of the balance-of-payments area of the United States.

## AMOUNTS TO BE REPORTED

Report amounts in U.S. dollars rounded to thousands (omitting 000). Example - If amount is \$1,033,642 report as \$1,034. If

actual data are not available, provide your best estimate.

Report dollar amounts of \$10,000 or more by country. Use additional sheets as necessary to specify countries not listed. All residual amounts not reported for a country should be added together and reported under code 99999, Total Residual Dollar Amount. The residual dollar amount when added together with the country dollar amounts should equal your total amount given.

## DUPLICATION

If remittances or shipments of goods (food, water, medicine, etc.) by your organization are likely to be duplicated in the return from any other private organization, please indicate that fact in your reply, and give the name of the organization.

## INSTITUTIONAL REMITTANCES TO REPORT

Transfers to foreign residents and organizations including:

1. Outright grants of cash
2. Payments abroad for the procurement of goods and services to be used abroad
3. Expenditures for salaries and other administrative costs abroad
4. The value of services rendered free of charge such as transportation costs associated with goods transported outside the U.S. border, if such transportation costs are donated at your expense. Transportation costs should not be included if they will ultimately be paid by the foreign recipient of the goods or if the transportation costs were donated by the U.S. Agency for International Development or other U.S. Government agencies through subsidies or reimbursement.

**NOTE—Sources of funds transferred:** Include transfers of—(1) funds collected from private donations; and (2) funds borrowed from U.S. banks, insurance companies, and other U.S. sources in anticipation of sums to be collected later from private donations and pledges. (Your subsequent repayment of the loans, and interest thereon, should not be counted again as a foreign remittance or transfer, since the repayment represents a domestic transaction between two U.S. residents—your organization and the U.S. bank.)

## TRANSACTIONS THAT SHOULD NOT BE REPORTED

1. Do not include in this report shipments (exports) of purchased or privately donated goods from the United States to foreign countries (food, clothing, etc.). Also do not include goods donated by or purchased from the Department of Agriculture or other U.S. Government agencies.
2. Do not include sums spent in the United States for your administrative, promotional, etc., expenses; sums collected in other countries; or sums collected in this country during the reporting period but not yet transferred to foreign accounts in the United States or foreign banks. Do not include funds collected but not yet donated or spent.
3. Do not include transportation costs outside the U.S. border that will be paid (or reimbursed) by the foreign recipient or by a U.S. Government agency.
4. Do not include any transactions (e.g., purchases of goods for export) made with funds previously transferred to, and now on deposit in, foreign recipients' bank accounts in the United States (or abroad).
5. Do not include transactions involving the fulfillment of contracts with the U.S. Agency for International Development or other U.S. Government agencies to perform services in a foreign country. These transactions may be reportable on Form BE-125; for more information about this form, call 202-606-5588.

## WHERE TO SEND THE REPORT

Send reports filed by mail through the U.S. Postal Service to:

U.S. Department of Commerce  
Bureau of Economic Analysis  
BE-58  
Washington, DC 20230

Reports may be filed electronically at <[www.bea.gov/efile](http://www.bea.gov/efile)> or you may fax the report to 202-606-5314

For assistance, call 202-606-9576. Additional copies of the form are available at <[www.bea.gov/surveys/pdf/be40.pdf](http://www.bea.gov/surveys/pdf/be40.pdf)>.