DUE DATE:

# FORM **SM4206-E**

OMB No. 0607-0190: Approval Expires

Attach	ment 3
Page 1	1 of 2
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Economics and Statistics Ad	MMERCE	ILY WHOLESALE TI	RADE REPC	DRT
	ITEM 1 MAILING	ADDRESS		
Return Via Internet:				
www.census.gov/econhelp/whl				
Username:				
Password:				
Return Via Fax:				
1–800–447–4613				
Return Via Mail:				
U.S. CENSUS BUREAU				
1201 East 10TH Street				
Jeffersonville, IN 47132-0001				
ITEM 2 CONTACT				
Name				
Title	_			
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Telephone (Area code, number, ext.)				
<b>F</b> (A)	_			
Fax (Area code, number, ext.)	(5)			
ITEM 3 EMPLOYER IDENTIFIC		orrect any error in name, address, and Z	LIP Code)	
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		No – Enter current EIN and		
REPORTING INSTRUCTIONS	establishments and their auxilia	continue with next section	IN referenced in item 3	
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# **IMPORTANT – PLEASE READ INSTRUCTIONS**

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

## ITEM 4 – SALES AND REPORTING PERIOD

#### INCLUDE

- Sales of products that are shipped on this firm's orders directly to customers
- Retail sales made by wholesale establishments covered by this report
- **Gross value** of sales made on a commission basis (not your actual commissions)
- Receipts from freight, installations, rentals, maintenance, repairs, alterations, storage, and other such services
- E-commerce sales
- Excise taxes (such as those on gasoline, liquor, and tobacco) that are levied on the manufacturer and included in the cost of products purchased by this firm
- Sales of nonconsumer durable goods (such as Industrial machinery, construction machinery, heavy trucks, and tractors)
- Sales to farmers for farm use (such as farm equipment, seeds, fertilizer, and feed)

### EXCLUDE

- Sales from establishments that are primarily selling products manufactured or mined in the United States by your firm
- Foreign sales of products that never enter the United States
- Taxes (sales, excise, and other) collected directly from customers and paid directly to a local, State, or Federal tax agency
- Nonoperating receipts (such as interest income, income from investments, and receipts from the rental or sale of real estate)
- · Commissions earned for the sale of products
- · Receipts from customers for carrying or other credit charges

## DEDUCT

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

Remarks

## ► ITEM 5 – VALUE OF INVENTORIES

Report end-of-month inventories at cost or market for all wholesale establishments and internet operations covered by this report, including auxiliary locations (such as warehouses, garages, and central administrative offices) servicing these establishments. If any part of the inventory is valued using the LIFO method, report the amount of inventories before any adjustment for LIFO reserve.

#### INCLUDE

 All inventories of products, covered by this report, which are owned as of the end of the month, regardless of where held

# EXCLUDE

- Items such as fixtures, equipment, and supplies not held for resale
- Products owned by others that are being held on consignment

**NOTICE** – Your report to the Census Bureau is **confidential** by law (Title 13, U.S. Code). It may be seen only by persons sworn to uphold the confidentiality of Census Bureau information and may be used only for statistical purposes. The law also provides that copies retained in your files are **immune from legal process.** 

Public reporting burden for this collection of voluntary information is estimated to average 7 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 0607-0190, U.S. Census Bureau, 4600 Silver Hill Road, AMSD-3K138, Washington, DC 20233. You may e-mail comments to Paperwork@census.gov; use "Paperwork Project 0607-0190" as the subject. 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.

FORM SM4206-E (11-5-2009)