



2017 ANNUAL WHOLESALE TRADE REPORT

WHOLESALE DISTRIBUTORS

FORM

SA-42

(DRAFT)

DUE DATE

Need help or have questions?

Call 1-877-787-9860, option "3"
(8:00 a.m. - 5:00 p.m. ET, M-F)

or **Visit**

<https://econhelp.census.gov/awts>

YOUR RESPONSE IS REQUIRED

BY LAW. Title 13 United States Code (U.S.C.), Sections 131 and 182 authorizes this collection. Sections 224 and 225 require your response. The U.S. Census Bureau is required by Section 9 of the same law to keep your information **CONFIDENTIAL** and can use your responses only to produce statistics. The Census Bureau is not permitted to publicly release your responses in a way that could identify your business, organization, or institution. Per the Federal Cybersecurity Enhancement Act of 2015, your data are protected from cybersecurity risks through screening of the systems that transmit your data.

This collection has been approved by the Office of Management and Budget (OMB). The eight-digit OMB approval number is 0607-0195 and appears at the upper right of this page. Without this approval we could not conduct this survey.

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

Return via Internet:

<https://econhelp.census.gov/awts>

Return via Fax:

1-800-447-4613

To view survey results:

<https://www.census.gov/wholesale>

Username:

Password:

GENERAL INSTRUCTIONS

- This report should cover ALL wholesale distributor establishments in the United States reporting payroll **under the Employer Identification Number (EIN)** as referenced in ① on page 2.
- **Include** data for auxiliary facilities primarily engaged in supporting services to this EIN's establishment(s) such as warehouses, garages, and central administrative offices.
- Any significant change in this EIN's operations should be noted in ⑱ on page 8.
- For establishments sold or acquired in 2017, report data only for the period the establishments were operated by this EIN.
- Estimates are acceptable if book figures are not available.
- Enter "0" where applicable.

ANNOUNCEMENTS AND SPECIAL INSTRUCTIONS

42000018



1 FEDERAL EMPLOYER IDENTIFICATION NUMBER (EIN)

Does this firm report payroll under EIN

Yes - Go to 2

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

| | | |
|----------------|-----|------|
| EIN (9 digits) | | |
| | - | |
| | | |
| Month | Day | Year |
| | | |

2 ORGANIZATIONAL CHANGE

A. Did this EIN experience any acquisitions, sales, mergers, and/or divestitures in 2017?

Yes

No - Go to 3

B. Which of the following organizational changes occurred in 2017?

Check all that apply. If more than one organizational change occurred during the reporting period, explain in 19 on page 8.

- Acquisition
- Sale
- Merger
- Divestiture

Date of organizational change

AND

Enter detailed information below ↴

| | | |
|-------|-----|------|
| Month | Day | Year |
| | | |

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

3 REPORTING PERIOD

NOTE: Calendar year data is preferred. If it is not available, please report for the fiscal year that includes at least six months of data for the 2017 calendar year.

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

Calendar year - Go to 4

Fiscal or partial year - Report beginning and ending dates

| | | |
|-----------------------|-----|------|
| 2017 | | |
| Beginning Date | | |
| Month | Day | Year |
| | | |
| Ending Date | | |
| Month | Day | Year |
| | | |

4 NUMBER OF ESTABLISHMENTS

How many wholesale establishments (including auxiliary facilities primarily engaged in supporting services such as warehouses, garages, and central administrative offices) did this EIN operate in 2017?

The remainder of this report refers to the establishments reported here.

| |
|-------------|
| 2017 |
| Number |
| |

42000026



5 SALES, RECEIPTS, OR REVENUE

INCLUDE

- Sales of products that are shipped on this EIN'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
- 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 EIN

EXCLUDE

- Sales from establishments that are primarily selling products manufactured or mined in the United States by this EIN
- Foreign sale of good which never entered the United States or its Foreign Trade Zones
- 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

Mark "X" if None

| 2017 | | | |
|---------|------|-------|------|
| \$ Bil. | Mil. | Thou. | Dol. |
| | | | |

A. What were this EIN's sales and other operating receipts in 2017?

B. Did this EIN collect any sales taxes in 2017?

- Yes
- No - Go to 6

| 2017 | | | |
|---------|------|-------|------|
| \$ Bil. | Mil. | Thou. | Dol. |
| | | | |

C. What were the total sales taxes collected in 2017?

6 E-COMMERCE, INCLUDING EDI

E-commerce is the sale of goods and services where the buyer places an order, or the price and terms of the sale are negotiated, over an Electronic Data Interchange (EDI), the Internet, mobile device (M-Commerce), or any other online system. Payment may or may not be made online.

A. Did this EIN have any e-commerce sales in 2017?

- Yes
- No - Go to 9 on the next page

Mark "X" if None

| 2017 | | | |
|---------|------|-------|------|
| \$ Bil. | Mil. | Thou. | Dol. |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |

B. What were the total e-commerce sales in 2017? This amount should equal the sum of 6B1 and 6B2 shown below.

1. What were the EDI network sales in 2017, if any?

- EDI is the exchange of documents in standardized electronic form between organizations in an automated manner directly from a computer application in one organization to an application in another.

2. What were the online system sales in 2017, if any?

- Online systems include the Internet, mobile device (M-commerce), extranets, e-mail, and instant messaging.

7 and 8 Not Applicable.

42000034



9 VALUE OF INVENTORIES

INCLUDE

- All inventories of products covered by this report, including auxiliary locations (such as warehouses, garages, and central administrative offices) servicing these establishments, regardless of where held
- Inventory held in Foreign Trade Zones or in bond warehouses in the United States
- Report at cost or market value as of December 31 (or the end of the period for which you are reporting)

EXCLUDE

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

A. Did this EIN own inventories, regardless of where held, at the end of 2017 (or the end of the period for which you are reporting)?

- Yes
- No - Go to 15 on the next page

B. What was the value of inventories as of December 31 in 2017?

Mark "X" if None

- Total inventories (if applicable, before Last-in, First-out (LIFO) adjustment)**
- LIFO reserve (if applicable)**
- Total inventories after LIFO adjustment**
 9B1 minus 9B2.

| 2017 | | | |
|---------|------|-------|------|
| \$ Bil. | Mil. | Thou. | Dol. |
| | | | |
| | | | |
| | | | |

C. Were inventories reported as of December 31?

- Yes - Go to 9E
- No

D. If not December 31, inventories were reported as of what date?

| 2017 | | |
|-------|-----|------|
| Month | Day | Year |
| | | |

E. Were any of the inventories reported in 9B1 stored outside, or en route to, the 50 states and the District of Columbia in 2017?

- Yes
- No - Go to 10

F. What was the value of the inventories stored outside, or en route to, the 50 states and the District of Columbia in 2017?

Exclude inventory held in Foreign Trade Zones or in bond warehouses in the U.S.

| 2017 | | | |
|---------|------|-------|------|
| \$ Bil. | Mil. | Thou. | Dol. |
| | | | |

10 INVENTORY VALUATION METHOD

A. Were any of the inventories reported in 9B1 subject to the LIFO valuation method?

- Yes
- No - Go to 15 on the next page

B. How much of the inventory reported in 9B1 was subject to:

Mark "X" if None

- LIFO valuation method before adjustment**
- Any other valuation method**
- Verify Total**
 Sum of 10B1 and 10B2. Total must equal 9B1.

| 2017 | | | |
|---------|------|-------|------|
| \$ Bil. | Mil. | Thou. | Dol. |
| | | | |
| | | | |
| | | | |

42000042



11-14 Not Applicable.

15 PURCHASES OF PRODUCTS

INCLUDE

- Amounts allowed for trade-ins
• Both raw and finished goods
• Products in transit to you for which you have taken title
• Freight, delivery, and other transportation costs included in product cost
• Import duties (if paid separately)
• Value of goods shipped from any foreign manufacturing plants
• The cost of services resold without processing
• Parts and supplies used in repair work or other service type activities

EXCLUDE

- Returns, allowances, and trade and cash discounts
• Purchases of containers, wrapping, packaging, and selling supplies
• Expenditures for supplies, equipment, and parts purchased for this company's use
• Taxes (sales, excise, and other) collected directly from customers and paid directly to a local, State, or Federal tax agency
• Intra-company purchases between establishments of this reporting unit

What was the total cost of all products purchased for resale for which this EIN took title, whether or not payment was made, in 2017?

Mark "X" if None

Table with 4 columns: \$ Bil., Mil., Thou., Dol. for the year 2017.

If purchases are greater than sales, please explain in 19 on page 8.

16 OPERATING EXPENSES

INCLUDE

- Expenses arising from the normal course of business, including payroll

EXCLUDE

- Bad debt/customer related loss
• Interest expense
• Purchases of goods for resale or cost of goods sold
• Income taxes
• Impairment (reduction in value of long-lived assets due to reappraisal)
• Transfers made within the company

Mark "X" if None

Table with 4 columns: \$ Bil., Mil., Thou., Dol. for the year 2017.

What were the total operating expenses for this EIN in 2017?

17 DETAILED OPERATING EXPENSES

A. What personnel costs were incurred by this EIN in 2017?

1. Annual payroll before deductions - Total annual Medicare salaries and wages for all employees as reported on this EIN's IRS Form 941, Employer's Quarterly Federal Tax Return, line 5(c).

Include payments to temporary employees on this EIN's payroll, and to commissioned employees on this EIN's payroll. Also include the spread on stock options that are taxable to employees as wages. Exclude payments for contracted temporary help (report in line A3); and commissions paid to contractors (report in line C1).

Mark "X" if None

Table with 4 columns: \$ Bil., Mil., Thou., Dol. for the year 2017.

2. Employer's cost for fringe benefits - Employer's cost for legally required programs and programs not required by law:

a. Health Insurance - Insurance premiums or hospital plans, medical plans, and single service plans such as dental, vision, and prescription drugs. Include premium equivalents for self-insured plans and fees paid to third-party administrators (TPAs). Exclude employee contributions.

Mark "X" if None

Table with 4 columns: \$ Bil., Mil., Thou., Dol. for the year 2017.

b. Pension plans:

i. Defined contribution plans - Costs under defined contribution plans. Include pension plans that define the employer contributions to a separate account provided for each employee. The employee "benefit" at retirement depends on the amount contributed and the results of the account's activity. Examples include profit sharing plans, money purchase (e.g., 401k, 403b) and stock bonus plans (e.g., ESOPs).

Mark "X" if None

Table with 4 columns: \$ Bil., Mil., Thou., Dol. for the year 2017.

CONTINUE WITH 17 ON PAGE 6

42000059



17 DETAILED OPERATING EXPENSES - Continued

ii. Defined benefit pension plans - Costs for both qualified and unqualified defined pension plans. **Include** pension plans that specify the benefits to be paid to employees upon retirement, generally either a specific amount or a percentage of compensation. Employer contributions are based on actuarial computations that include the employee's compensation and years of service and are not allocated to specific accounts maintained for employees.

c. Payroll taxes, employer paid insurance premiums (except health), and other employer benefits - **Include** legally-required fringe benefits (e.g., Social Security, workers' compensation insurance, unemployment tax, state disability insurance programs, Medicare). Also include benefits for life insurance, "quality of life" benefits (e.g., childcare assistance, subsidized commuting), employer contributions to pre-tax benefits not specified above. **Exclude** disbursements from trusts or funds to satisfy health insurance claims.

3. Contract temporary staff and leased employee expense - Total costs paid to Professional Employer Organizations (PEOs) and staffing agencies for personnel. **Include** all associated charges for payroll, benefits, and services.

B. What were the expensed equipment, materials, parts, and supplies, not for resale, incurred by this EIN in 2017?

1. Expensed equipment - Expensed computer hardware and other equipment (e.g., copiers, fax machines, telephones, shop and lab equipment, CPUs, monitors). **Exclude** capitalized equipment; software (*report in line C2*); leased and rented equipment (*report in line C7*); and depreciation for capitalized equipment (*report in line C15*).

2. Purchasing of packaging materials and containers - **Include** the cost of bags, boxes, wrapping, and sealing materials. **Exclude** office supplies (*report in line B3*); and cost of shipping to customers (*report in line C12*).

3. Purchases of other materials, parts, and supplies (not for resale) - Materials and supplies used in providing services to others; materials and parts used in repairs; office and janitorial supplies; small tools; and motor fuels. **Exclude** office postage and package delivery expenses (*report in line C12*).

C. What other operating expenses were incurred by this EIN in 2017?

1. Commission expense - **Include** commission paid to other firms for sale of products owned by this EIN. **Exclude** commission paid to your own employees (*reported in line A1*).

2. Expensed purchases of software - Purchases of prepackaged, custom coded, or vendor customized software. **Include** software developed or customized by others, web design, services and purchases, licensing agreements, upgrades of software; and maintenance fees related to software upgrades and alterations. **Exclude** depreciation for capitalized software (*report in line C15*).

3. Data processing and other purchased computer services - **Include** computer facilities management services, computer input preparation, data storage, computer time rental, optical scanning services, and other computer-related advice and services, including training. **Exclude** expenses for integrated systems, repair, and maintenance of computer equipment, payroll processing and credit card transaction fees, and expenses for telecommunication services (e.g., Internet, connectivity, telephone).

4. Purchased communication services - Telephone, cellular, and fax services; computer-related communications (e.g., Internet, connectivity, online); and other wired and wireless communication services.

5. Purchased repairs and maintenance to machinery and equipment - **Include** expensed repair and maintenance services to machinery, vehicles, equipment, and computer hardware. **Exclude** materials, parts, and supplies used for repairs and maintenance performed by this EIN's employees (*reported in line B3*).

Mark "X" if None

| 2017 | | | |
|---------|------|-------|------|
| \$ Bil. | Mil. | Thou. | Dol. |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |

42000067



17 DETAILED OPERATING EXPENSES - Continued

6. Purchased repairs and maintenance to buildings, structures, and offices - Include repair and maintenance to integral parts of buildings (e.g., elevators, heating systems). Exclude materials, parts, and supplies, used for repairs and maintenance performed by this EIN's employees (reported in line B3). Purchased janitorial and grounds maintenance services (report in line C17).

Mark "X" if None

Table with 4 columns for 2017: \$ Bil., Mil., Thou., Dol. Rows 6-17 and D. TOTAL OPERATING EXPENSES.

7. Lease and rental payments for machinery, equipment, and other tangible items - Include lease and rental of transportation equipment without operators; and penalties incurred for broken leases. Exclude payments for capital and financing lease agreements and licensing/leasing of software.

8. Lease and rental payments for land, buildings, structures, store space, and offices - Include penalties incurred for broken leases.

9. Purchased electricity - Include the cost of electricity paid directly to the utility company. Exclude the cost of electricity within lease or rental payments (reported in line C8).

10. Purchased fuels (except motor fuels) - Include fuel for heating, power, or generating electricity (e.g., natural gas, propane, oil, coal). Exclude the cost of motor fuels (reported in line B3); and the cost of fuels within lease or rental payments (reported in line C8).

11. Water, sewer, refuse removal, and other utility payments - Include the cost of hazardous waste removal. Exclude the cost of these utilities within lease or rental payments (reported in line C8).

12. Purchased transportation, shipping, and warehousing services - Include the cost of postage, delivery expenses, and packaging and containers provided as part of the purchased service. Exclude the cost of shipping using this EIN's vehicles or employees.

13. Purchased advertising and promotional services - Include marketing and public relations services.

14. Purchased professional and technical services - Include management consulting, accounting, auditing, bookkeeping, legal, actuarial, payroll processing, architectural, engineering, and other professional services. Exclude salaries paid to your own employees for these services.

15. Depreciation and amortization charges - Include depreciation charges taken against tangible assets owned and used by this EIN, tangible assets and improvements owned by this EIN within leaseholds, tangible assets obtained through capital lease agreements, and amortization charges against intangible assets (e.g., patents, copyrights). Exclude impairment (reduction in value of long-lived assets due to reappraisals).

16. Governmental taxes and license fees - Payments to government agencies for taxes and licenses. Include business and property taxes. Exclude income taxes and sales and excise taxes collected from customers.

17. All other operating expenses - Include operating expenses not reported elsewhere, unless excluded by the following list. Exclude purchase of products for resale (cost of goods sold); bad debt; transfers made within the company; capitalized expenses; interest; impairment; income, sales, and excise taxes; and other non-operating expenses.

D. TOTAL OPERATING EXPENSES

Total of 17A1-17C17 must equal 16.

18 INTEREST EXPENSE

What was the total interest expense for this EIN in 2017?

Mark "X" if None

Table with 4 columns for 2017: \$ Bil., Mil., Thou., Dol. Row 18.

Interest expense - expenses incurred in the financing of operations and long lived assets used in continuing operations. Exclude transfers made within the company and capitalized interest.

19 REMARKS - Please use this space to explain any significant year-to-year changes, to clarify responses, or indicate where data were estimated.

20 CONTACT INFORMATION

| | | | | | | | | |
|---|-----------|--------|--|-----------|---------|-----------|--------|--|
| Name of person to contact regarding this report <i>(Please print)</i> | | | | | Title | | | |
| | | | | | | | | |
| Telephone | Area code | Number | | Extension | Fax | Area code | Number | |
| | | - | | | | | - | |
| E-mail address | | | | | Website | | | |
| | | | | | www. | | | |

THANK YOU for completing your Annual Wholesale Trade Report.
We suggest you keep a copy for your records.

42000083

