



# 2017 ANNUAL WHOLESALE TRADE REPORT

## WHOLESALE DISTRIBUTORS

FORM

**SA-42A**

(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

- **Include** data for auxiliary facilities primarily engaged in supporting services to this firm's establishment(s) such as warehouses, garages, and central administrative offices.
- Any significant change in this firm's operations should be noted in **19** on page 8.
- For establishments sold or acquired in 2017, 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.

### ANNOUNCEMENTS AND SPECIAL INSTRUCTIONS

42001016



**1** Not Applicable.

**2 ORGANIZATIONAL CHANGE**

**A. Did this firm 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 . . . . .

Month	Day	Year

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
			-

**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 firm operate in 2017?**

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

2017
Number

42001024



5 SALES, RECEIPTS, OR REVENUE

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
- 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

EXCLUDE

- Sales from establishments that are primarily selling products manufactured or mined in the United States by this firm
- 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

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

Mark "X" if None

2017			
\$ Bil.	Mil.	Thou.	Dol.

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

- Yes
- No - Go to 6

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

2017			
\$ Bil.	Mil.	Thou.	Dol.

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 firm have any e-commerce sales in 2017?

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

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. . . . .

Mark "X" if None

2017			
\$ Bil.	Mil.	Thou.	Dol.

7 and 8 Not Applicable.

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**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 firm 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

1. Total inventories (if applicable, before Last-in, First-out (LIFO) adjustment) . . . . .
2. LIFO reserve (if applicable) . . . . .
3. 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

1. LIFO valuation method before adjustment . . . . .
2. Any other valuation method . . . . .
3. Verify Total  
 Sum of 10B1 and 10B2. Total must equal 9B1. . . . .

2017			
\$ Bil.	Mil.	Thou.	Dol.

42001040



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 firm 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 firm in 2017? . . . . . [ ]

17 DETAILED OPERATING EXPENSES

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

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

Include payments to temporary employees on this firm's payroll, and to commissioned employees on this firm'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). . . . . [ ]

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. . . . . [ ]

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, with multiple rows for detailed expenses.

CONTINUE WITH 17 ON PAGE 6

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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.

Mark "X" if None

2017

Table with 4 columns: \$ Bil., Mil., Thou., Dol. and 10 rows of expense categories.

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 firm 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 firm in 2017?

1. Commission expense - Include commission paid to other firms for sale of products owned by this firm. 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 reported 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 firm's employees (reported in line B3).

CONTINUE WITH 17 ON PAGE 7

CONTINUE ON PAGE 7

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**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.

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