

U.S. PRODUCERS' QUESTIONNAIRE

WOODEN CABINETS AND VANITIES FROM CHINA

This questionnaire must be received by the Commission by **December 2, 2019**

See last page for filing instructions.

The information called for in this questionnaire is for use by the United States International Trade Commission in connection with its countervailing duty and antidumping investigations concerning wooden cabinets and vanities from China (Inv. Nos. 701-TA-620 and 731-TA-1445 (Final)). The information requested in the questionnaire is requested under the authority of the Tariff Act of 1930, title VII. This report is mandatory and failure to reply as directed can result in a subpoena or other order to compel the submission of records or information in your firm's possession (19 U.S.C. § 1333(a)).

Name of firm	_____
Address	_____
City	_____
State	_____
Zip Code	_____
Website	_____
Has your firm produced wooden cabinets and vanities (as defined on next page) at any time since January 1, 2016?	
<input type="checkbox"/> NO	(Sign the certification below and promptly return only this page of the questionnaire to the Commission)
<input type="checkbox"/> YES	(Complete all parts of the questionnaire, and return the entire questionnaire to the Commission)
Return questionnaire via the U.S. International Trade Commission <i>Drop Box</i> by clicking on the following link: https://dropbox.usitc.gov/oinv/ . (PIN: CABN)	

CERTIFICATION

I certify that the information herein supplied in response to this questionnaire is complete and correct to the best of my knowledge and belief and understand that the information submitted is subject to audit and verification by the Commission. By means of this certification I also grant consent for the Commission, and its employees and contract personnel, to use the information provided in this questionnaire and throughout this proceeding in any other import-injury proceedings conducted by the Commission on the same or similar merchandise.

I, the undersigned, acknowledge that information submitted in response to this request for information and throughout this proceeding or other proceedings may be disclosed to and used: (i) by the Commission, its employees and Offices, and contract personnel (a) for developing or maintaining the records of this or a related proceeding, or (b) in internal investigations, audits, reviews, and evaluations relating to the programs, personnel, and operations of the Commission including under 5 U.S.C. Appendix 3; or (ii) by U.S. government employees and contract personnel, solely for cybersecurity purposes. I understand that all contract personnel will sign appropriate nondisclosure agreements

Name of Authorized Official

Title of Authorized Official

Date

Signature

Phone

Email address

PART I.—GENERAL INFORMATION

Background.--This proceeding was instituted in response to petitions filed on March 6, 2019, by the American Kitchen Cabinet Alliance. Countervailing and/or antidumping duties may be assessed on the subject imports as a result of these proceedings if the Commission makes an affirmative determination of injury, threat, or material retardation, and if the U.S. Department of Commerce (“Commerce”) makes an affirmative determination of subsidization and/or dumping. Questionnaires and other information pertinent to this proceeding are available at https://www.usitc.gov/investigations/701731/2019/wooden_cabinets_and_vanities_china/final.htm.

Wooden cabinets and vanities covered by these investigations are wooden cabinets and vanities that are for permanent installation (including floor mounted, wall mounted, ceiling hung or by attachment of plumbing), and wooden components thereof. Wooden cabinets and vanities and wooden components are made substantially of wood products, including solid wood and engineered wood products (including those made from wood particles, fibers, or other wooden materials such as plywood, strand board, block board, particle board, or fiberboard), or bamboo. Wooden cabinets and vanities consist of a cabinet box (which typically includes a top, bottom, sides, back, base blockers, ends/end panels, stretcher rails, toe kicks, and/or shelves) and may or may not include a frame, door, drawers and/or shelves. Subject merchandise includes wooden cabinets and vanities with or without wood veneers, wood, paper or other overlays, or laminates, with or without non-wood components or trim such as metal, marble, glass, plastic, or other resins, whether or not surface finished or unfinished, and whether or not completed.

Wooden cabinets and vanities are covered by the investigation whether or not they are imported attached to, or in conjunction with, faucets, metal plumbing, sinks and/or sink bowls, or countertops. If wooden cabinets or vanities are imported attached to, or in conjunction with, such merchandise, only the wooden cabinet or vanity is covered by the scope.

Subject merchandise includes the following wooden component parts of cabinets and vanities: (1) wooden cabinet and vanity frames (2) wooden cabinet and vanity boxes (which typically include a top, bottom, sides, back, base blockers, ends/end panels, stretcher rails, toe kicks, and/or shelves), (3) wooden cabinet or vanity doors, (4) wooden cabinet or vanity drawers and drawer components (which typically include sides, backs, bottoms, and faces), (5) back panels and end panels, (6) and desks, shelves, and tables that are attached to or incorporated in the subject merchandise.

Subject merchandise includes all unassembled, assembled and/or “ready to assemble” (RTA) wooden cabinets and vanities, also commonly known as “flat packs,” except to the extent such merchandise is already covered by the scope of antidumping and countervailing duty orders on Hardwood Plywood from the People's Republic of China. See *Certain Hardwood Plywood Products from the People's Republic of China: Amended Final Determination of Sales at Less Than Fair Value, and Antidumping Duty Order*, 83 FR 504 (January 4, 2018); *Certain Hardwood Plywood Products from the People's Republic of China: Countervailing Duty Order*, 83 FR 513 (January 4, 2018). RTA wooden cabinets and vanities are defined as cabinets or vanities packaged so that at the time of importation they may include: (1) wooden components required to assemble a cabinet or vanity (including drawer faces and doors); and (2) parts (e.g., screws, washers, dowels, nails, handles, knobs, adhesive glues) required to assemble a cabinet or vanity. RTAs may enter the United States in one or in multiple packages.

Subject merchandise also includes wooden cabinets and vanities and in-scope components that have been further processed in a third country, including but not limited to one or more of the following: trimming, cutting, notching, punching, drilling, painting, staining, finishing, assembly, or any other

processing that would not otherwise remove the merchandise from the scope of the investigation if performed in the country of manufacture of the in-scope product.

Excluded from the scope of this investigation, if entered separate from a wooden cabinet or vanity are:

(1) Aftermarket accessory items which may be added to or installed into an interior of a cabinet and which are not considered a structural or core component of a wooden cabinet or vanity.

Aftermarket accessory items may be made of wood, metal, plastic, composite material, or a combination thereof that can be inserted into a cabinet and which are utilized in the function of organization/accessibility on the interior of a cabinet; and include:

- Inserts or dividers which are placed into drawer boxes with the purpose of organizing or dividing the internal portion of the drawer into multiple areas for the purpose of containing smaller items such as cutlery, utensils, bathroom essentials, etc.
- Round or oblong inserts that rotate internally in a cabinet for the purpose of accessibility to foodstuffs, dishware, general supplies, etc.

(2) Solid wooden accessories including corbels and rosettes, which serve the primary purpose of decoration and personalization.

(3) Non-wooden cabinet hardware components including metal hinges, brackets, catches, locks, drawer slides, fasteners (nails, screws, tacks, staples), handles, and knobs.

(4) Medicine cabinets that meet all of the following five criteria are excluded from the scope: (1) wall mounted; (2) assembled at the time of entry into the United States; (3) contain one or more mirrors; (4) be packaged for retail sale at time of entry; and (5) have a maximum depth of seven inches.

Also excluded from the scope of this investigation are:

(1) All products covered by the scope of the antidumping duty order on Wooden Bedroom Furniture from the People's Republic of China. See Notice of Amended Final Determination of Sales at Less Than Fair Value and Antidumping Duty Order: Wooden Bedroom Furniture from the People's Republic of China, 70 FR 329 (January 4, 2005).

(2) All products covered by the scope of the antidumping and countervailing duty orders on Hardwood Plywood from the People's Republic of China. See *Certain Hardwood Plywood Products from the People's Republic of China: Amended Final Determination of Sales at Less Than Fair Value, and Antidumping Duty Order*, 83 FR 504 (January 4, 2018); *Certain Hardwood Plywood Products from the People's Republic of China: Countervailing Duty Order*, 83 FR. 513 (January 4, 2018).

Imports of subject merchandise are classified under Harmonized Tariff Schedule of the United States (HTSUS) statistical numbers 9403.40.9060 and 9403.60.8081. The subject component parts of wooden cabinets and vanities may be entered into the United States under HTSUS statistical number 9403.90.7080. Although the HTSUS subheadings are provided for convenience and customs purposes, the written description of the scope of this investigation is dispositive.

Full units are (1) fully assembled wooden cabinets and vanities and/or (2) RTA "flat packs" of wooden cabinets and vanities containing all the necessary components for a fully assembled wooden cabinet or vanity.

Components are specifically the parts of cabinets and vanities such as: wooden cabinet and vanity frames; the cabinet box; wooden cabinet or vanity doors; and wooden cabinet or vanity drawer and drawer components. This does not include any accessories that are excluded from the scope of these investigations (e.g., moldings and carven wooden accessories).

Cabinets consist of a cabinet box (which typically includes a top, bottom, sides, back, base blockers, ends/end panels, stretcher rails, toe kicks, and/or shelves) and may or may not include a frame, door, drawers and/or shelves that are usually found in the kitchen or non-bathroom settings.

Vanities consist of a cabinet box (which typically includes a top, bottom, sides, back, base blockers, ends/end panels, stretcher rails, toe kicks, and/or shelves) and may or may not include a frame, door, drawers and/or shelves that are usually found in the bathroom.

Furniture style are fully assembled, packaged for retail sale finished units that 1) include an integrated countertop and sink, 2) include at least one of the following: doors, drawers or shelves 3) do not include a toe kick and that are usually found in the bathroom. FSVs are sold as a final product and are not customizable by the consumer. Reported data should exclude the value of the out-of-scope merchandise included in the retail package (e.g. countertops and sinks).

Hospitality style consists of permanently affixed articles meeting the definitions of cabinets and vanities above, but intended for installation and use in hotels.

Reporting of information.--If information is not readily available from your records, provide carefully prepared estimates. If your firm is completing more than one questionnaire (i.e., a producer, importer, and/or purchaser questionnaire), you need not respond to duplicated questions.

Confidentiality.--The commercial and financial data furnished in response to this questionnaire that reveal the individual operations of your firm will be treated as confidential by the Commission to the extent that such data are not otherwise available to the public and will not be disclosed except as may be required by law (see 19 U.S.C. § 1677f). Such confidential information will not be published in a manner that will reveal the individual operations of your firm; however, general characterizations of numerical business proprietary information (such as discussion of trends) will be treated as confidential business information only at the request of the submitter for good cause shown.

Verification.--The information submitted in this questionnaire is subject to audit and verification by the Commission. To facilitate possible verification of data, please keep all files, worksheets, and supporting documents used in the preparation of the questionnaire response. Please also retain a copy of the final document that you submit.

Release of information.--The information provided by your firm in response to this questionnaire, as well as any other business proprietary information submitted by your firm to the Commission in connection with this proceeding, may become subject to, and released under, the administrative protective order provisions of the Tariff Act of 1930 (19 U.S.C. § 1677f) and section 207.7 of the Commission's Rules of Practice and Procedure (19 CFR § 207.7). This means that certain lawyers and other authorized individuals may temporarily be given access to the information for use in connection with this proceeding or other import-injury proceedings conducted by the Commission on the same or similar merchandise; those individuals would be subject to severe penalties if the information were divulged to unauthorized individuals. In addition, if your firm is a U.S. producer, the information you provide on your production and imports of wooden cabinet and vanities and your responses to the questions in Part I of the producer questionnaire will be provided to the U.S. Department of Commerce, upon its request, for use in connection with (and only in connection with) its requirement pursuant to

section 702(c)(4)/732(c)(4) of the Act (19 U.S.C. § 1671a(c)(4)/1673a(c)(4)) to make a determination concerning the extent of industry support for the petition requesting this proceeding. Any information provided to Commerce will be transmitted under the confidentiality and release guidelines set forth above. Your response to these questions constitutes your consent that such information be provided to Commerce under the conditions described above.

D-GRIDS tool.--The Commission has a tool that firms can use to move data from their own MS Excel compilation files into self-contained data tables within this MS Word questionnaire, thereby reducing the amount of cell-by-cell data entry that would be required to complete this form. This tool is a macro-enabled MS Excel file available for download from the Commission's generic questionnaires webpage (https://www.usitc.gov/trade_remedy/question.htm) called the "D-GRIDs tool." Use of this tool to help your firm complete this questionnaire is *optional*. Firms opting to use the D-GRIDs tool to populate their data into this questionnaire will need the D-GRIDs specification sheet PDF file specific to this proceeding (available on the case page which is linked under the "Background" above) which includes the necessary references relating to this questionnaire, as well as the macro-enable MS Excel D-GRIDs tool itself from the generic questionnaires page. More detailed instructions on how to use the D-GRIDs tool are available within the D-GRIDs tool itself.

I-1a. **OMB statistics.**--Please report below the actual number of hours required and the cost to your firm of completing this questionnaire.

Hours	Dollars

The questions in this questionnaire have been reviewed with market participants to ensure that issues of concern are adequately addressed and that data requests are sufficient, meaningful, and as limited as possible. Public reporting burden for this questionnaire is estimated to average 50 hours per response, including the time for reviewing instructions, gathering data, and completing and reviewing the questionnaire.

We welcome comments regarding the accuracy of this burden estimate, suggestions for reducing the burden, and any suggestions for improving this questionnaire. Please attach such comments to your response or send to the Office of Investigations, USITC, 500 E St. SW, Washington, DC 20436.

I-1b. **TAA information release.**--In the event that the U.S. International Trade Commission (USITC) makes an affirmative final determination in this proceeding, do you consent to the USITC's release of your contact information (company name, address, contact person, telephone number, email address) appearing on the front page of this questionnaire to the Departments of Commerce, Labor, and Agriculture, as applicable, so that your firm and its workers can be made eligible for benefits under the Trade Adjustment Assistance program?

Yes No

I-2a. **Establishments covered.**--Provide the city, state, zip code, and brief description of each establishment covered by this questionnaire. If your firm is publicly traded, please specify the stock exchange and trading symbol in the footnote to the table. **Firms operating more than one establishment should combine the data for all establishments into a single report.**

"Establishment"--Each facility of a firm involved in the production of wooden cabinets and vanities, including auxiliary facilities operated in conjunction with (whether or not physically separate from) such facilities.

Establishments covered ¹	City, State	Zip (5 digit)	Description
1			
2			
3			
4			
5			
6			
¹ Additional discussion on establishments consolidated in this questionnaire: _____.			

I-2b. **Stock symbol information.**-- If your firm or parent firm is publicly traded, please specify the stock exchange and trading symbol: _____.

I-2c. **External counsel.**-- If your firm or parent firm is represented by external counsel in relation to this proceeding, please specify the name of the law firm and the lead attorney(s).

Law firm:	
Lead attorney(s):	

I-3. **Petitioner status.**--Is your firm a petitioner in this proceeding or a member firm of the petitioning entity?

No	Yes
<input type="checkbox"/>	<input type="checkbox"/>

I-4. **Petition support.**--Does your firm support or oppose the petition?

Country	Support	Oppose	Take no position
China (AD)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
China (CVD)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

I-5. **Ownership.**--Is your firm owned, in whole or in part, by any other firm?

No Yes--List the following information.

Firm name	Address	Extent of ownership (percent)

I-6. **Related importers/exporters.**--Does your firm have any related firms, either domestic or foreign, that are engaged in importing wooden cabinets and vanities from China into the United States or that are engaged in exporting wooden cabinets and vanities from China to the United States?

No Yes--List the following information.

Firm name	Country	Affiliation

PART II.--TRADE AND RELATED INFORMATION

Further information on this part of the questionnaire can be obtained from **Ahdia Bavari** (202-205-3191, ahdia.bavari@usitc.gov). **Supply all data requested on a calendar-year basis.**

II-1. **Contact information.**--Please identify the responsible individual and the manner by which Commission staff may contact that individual regarding the confidential information submitted in part II.

Name	
Title	
Email	
Telephone	

II-2. **Changes in operations.**--Please indicate whether your firm has experienced any of the following changes in relation to the production of wooden cabinets and vanities since January 1, 2016.

<i>(check as many as appropriate)</i>		<i>(If checked, please describe; leave blank if not applicable)</i>
<input type="checkbox"/>	Office/warehouse/showroom openings	
<input type="checkbox"/>	Office/warehouse/showroom openings	
<input type="checkbox"/>	relocations	
<input type="checkbox"/>	expansions	
<input type="checkbox"/>	acquisitions	
<input type="checkbox"/>	consolidations	
<input type="checkbox"/>	prolonged shutdowns or production curtailments	
<input type="checkbox"/>	revised labor agreements	
<input type="checkbox"/>	other (e.g., technology)	

II-3. Product shifting: To/from other products.--

(a) Is your firm able to switch production (capacity) between to/from other (out-of-scope) products using the same equipment and/or labor as wooden cabinets and vanities?

No	Yes	If yes—(i.e., have produced other products or are able to produce other products) Please identify other actual or potential products and describe the factors that affect your firm’s ability to shift production capacity between products (e.g., time, cost, relative price change, etc.), and the degree to which these factors enhance or constrain such shifts.
<input type="checkbox"/>	<input type="checkbox"/>	

(b) Has your firm actually produced products other than wooden cabinets and vanities using the same equipment and/or labor as wooden cabinets and vanities since January 1, 2016?

No	Yes--Please specify the total value of these products produced in the specified periods.
<input type="checkbox"/>	<input type="checkbox"/>

Value (in \$1,000)					
Item	Calendar years			January-September	
	2016	2017	2018	2018	2019
Revenue related to other products produced using same equipment and/or labor as wooden cabinets and vanities					

II-4a. Changing parameters.—Could you add more shifts or work longer hours on you present shifts?

No	Yes	If yes—please explain what allows for adding more shifts or hours. If no—please explain what constrains your ability to do so.
<input type="checkbox"/>	<input type="checkbox"/>	

II-4b. Production constraints.--Please describe the constraint(s) that set the limit(s) on your firm’s production capacity.

II-4c. **Peak historical output.**—Since January 1, 2016, did you actually operate at the level indicated by the shifts you reported

No	Yes	If no—please explain why you did not utilize all the shifts as reported
<input type="checkbox"/>	<input type="checkbox"/>	

II-5. **Tolling.**--Since January 1, 2016, has your firm been involved in a toll agreement regarding the production of wooden cabinets and vanities?

“Toll agreement”--Agreement between two firms whereby the first firm furnishes the raw materials and the second firm uses the raw materials to produce a product that it then returns to the first firm with a charge for processing costs, overhead, etc.

No	Yes	If yes-- Please describe the toll arrangement(s) and name the firm(s) involved.
<input type="checkbox"/>	<input type="checkbox"/>	

II-6. **Foreign trade zones.**--

(a) **Firm's FTZ operations.**--Does your firm produce wooden cabinets and vanities in and/or admit wooden cabinets and vanities into a foreign trade zone (FTZ)?

“Foreign trade zone” is a designated location in the United States where firms utilize special procedures that allow delayed or reduced customs duty payments on foreign merchandise. A foreign trade zone must be designed as such pursuant to the rules and procedures set forth in the Foreign-Trade Zones Act.

No	Yes	If yes-- Describe the nature of your firms operations in FTZs and identify the specific FTZ site(s).
<input type="checkbox"/>	<input type="checkbox"/>	

(b) **Other firms' FTZ operations.**--To your knowledge, do any firms in the United States import wooden cabinets and vanities into a foreign trade zone (FTZ) for use in distribution of wooden cabinets and vanities and/or the production of downstream articles?

No	Yes	If yes--Identify the firms and the FTZs.
<input type="checkbox"/>	<input type="checkbox"/>	

Select technical definitions

“Average production capacity” or “capacity” – The level of production that your establishment(s) could reasonably have expected to attain during the specified periods. Assume normal operating conditions (i.e., using equipment and machinery in place and ready to operate; normal operating levels (hours per week/weeks per year) and time for downtime, maintenance, repair, and cleanup; and a typical or representative product mix).

“Production” – All production in your U.S. establishment(s), including production consumed internally within your firm and production for another firm under a toll agreement.

“Commercial U.S. shipments”--Shipments made within the United States as a result of an arm's length commercial transaction in the ordinary course of business, excluding retail sales. Report net values (i.e., gross sales values less all discounts, allowances, rebates, prepaid freight, and the value of returned goods) in U.S. dollars, f.o.b. your point of shipment.

“Internal consumption / including for own retail sales”--Product consumed internally by your firm, which includes (a) using wooden cabinets or vanities in the production of a downstream further process final product, (b) installing wooden cabinets or vanities in a building in transactions in which your firm mixes the cost of wooden cabinets or vanities with services (i.e., installation, design work), and (c) merchandise that your firm transferred to your own firm's retail locations. These transactions should be valued at fair market wholesale value of the wooden cabinets or vanities used, i.e., not the total value of final downstream processed merchandise (in the case of internal consumption), nor the total value of any installation/design services (in case your firm provides installation or design services), nor the retail sale value (in the case of your firm owning and operating its own retail locations).

“Transfers to related firms” –Shipments made to related firms. Such transactions are valued at fair market value.

“Related firm” –A firm that your firm solely or jointly owned, managed, or otherwise controlled; a firm that sole or jointly owned, managed, or otherwise controlled your firm; and/or a firm that was solely or jointly owned, managed, or otherwise controlled by a firm that also solely or jointly owned, managed, or otherwise controlled your firm.

“Export shipments” –Shipments to destinations outside the United States, including shipments to related firms.

“Inventories”— Finished goods inventory, not raw materials or work-in-progress.

Note: As requested in Part I of this questionnaire, please keep all supporting documents/records used in the preparation of the trade data, as Commission staff may contact your firm regarding questions on the trade data. The Commission may also request that your company submit copies of the supporting documents/records (such as production and sales schedules, inventory records, etc.) used to compile these data.

II-7. **Production, shipment, and inventory data: (full units).**--Report your firm's production capacity, production, shipments, and inventories related to the production of full cabinet and vanity units in its U.S. establishment(s) during the specified periods.

Full Units

Quantity (in number of units) and value (in \$1,000)					
Item	Calendar years			January-September	
	2016	2017	2018	2018	2019
Average production capacity¹ <i>(quantity) (A)</i>					
Beginning-of-period inventories <i>Quantity (B)</i>					
<i>Value (C)</i>					
Production (quantity) (D)					
U.S. shipments: Commercial shipments: <i>Quantity (E)</i>					
<i>Value (F)</i>					
Internal consumption/ including for own retail sales:² <i>Quantity (G)</i>					
<i>Value² (H)</i>					
Transfers to related firms:² <i>Quantity (I)</i>					
<i>Value² (J)</i>					
Export shipments:³ <i>Quantity (K)</i>					
<i>Value (L)</i>					
End-of-period inventories <i>Quantity (M)</i>					
<i>Value (N)</i>					
<p>¹ The production capacity reported is based on operating ___ hours per week, ___ weeks per year. Please describe the methodology used to calculate production capacity, and explain any changes in reported capacity _____.</p> <p>² Internal consumption and transfers to related firms must be valued at fair market value. If your firm uses a different basis for valuing these transactions in your records, please specify that basis (e.g., cost, cost plus, etc.): _____. However, the data provided above in this table should be based on fair market value.</p> <p>³ Identify your firm's principal export markets: _____.</p>					

II-7. Production, shipment, and inventory data: (full units).--Continued

***RECONCILIATION OF SHIPMENTS, PRODUCTION, AND INVENTORY.**—Generally, the data reported for the quantity of end-of-period inventories (i.e., line M) should be equal to the quantity of beginning-of-period inventories (i.e., line B), plus production (i.e., line D), less the quantity of total shipments (i.e., lines E, G, I, and K). Please ensure that any differences are not due to data entry errors in completing this form, but rather reflect your firm's actual records; and, also provide explanations for any differences (e.g., theft, loss, damage, record systems issues, etc.) if they exist.*

Reconciliation	Calendar years			January-September	
	2016	2017	2018	2018	2019
B + D – E – G – I – K – M = should equal zero ("0") or provide an explanation. ¹	0	0	0	0	0
¹ Explanation if the calculated fields above are returning values other than zero (i.e., "0") but are nonetheless accurate: _____.					

II-8. U.S. shipments by assembly.--Report your firm's U.S. shipments of full units of cabinets and vanities (i.e., inclusive of commercial U.S. shipments, internal consumption, and transfers to related firms) by assembly, (i.e., fully assembled vs ready-to-assemble (RTA) flat pack).

Full Units

Quantity (in number of units) and value (in \$1,000)					
U.S. shipments	Calendar years			January-September	
	2016	2017	2018	2018	2019
Fully assembled					
Quantity (O)					
Value (P)					
RTA flat pack					
Quantity (Q)					
Value (R)					

***RECONCILIATION OF SHIPMENT BY ASSEMBLY.**--Please ensure that the quantities and values reported for U.S. shipments of assembled and non-assembled cabinets and vanities (i.e., lines O through R) in each time period equal the quantities and values reported for U.S. shipments (i.e., lines E through J) in each time period. If the calculated fields below return values other than zero (i.e., "0"), the data reported must be revised prior to submission to the Commission.*

Reconciliation	Calendar years			January-September	
	2016	2017	2018	2018	2019
Quantity: O + Q – E – G – I = zero ("0"), if not revise.	0	0	0	0	0
Value: P + R – F – H – J = zero ("0"), if not revise.	0	0	0	0	0

II-9. **Open market production, shipment, and inventory data: (components).**--Report your firm's open market production, shipments, and inventories related to the production of the components of cabinets and vanities in its U.S. establishment(s) during the specified periods. Open market production relates to the production, shipments, and inventories of components not being used by your firm in the production of full units (i.e., excluding internally consumed components whose final products, full cabinets and vanities, are reported in II-7). Inventory data (lines S and AD) should only reflect inventories stored and maintained for open market sales.

Components

Value (in \$1,000)					
Item	Calendar years			January-September	
	2016	2017	2018	2018	2019
Beginning-of-period inventories (S)					
Open market production:¹					
Component: Frames (T)					
Component: Boxes (U)					
Component: Doors (V)					
Component: Drawers (W)					
Component: Back and end panels (X)					
Component: Other (Y)					
Total open market production (Z)	0	0	0	0	0
U.S. shipments:²					
Commercial shipments (AA)					
Transfers to related firms (AB) ³					
Export shipments Quantity (AC)⁴					
End-of-period inventories (AD)					

¹ The production reported is based on operating ___ hours per week, ___ weeks per year.
² Do not report internal consumption of components.
³ Transfers to related firms must be valued at fair market value. If your firm uses a different basis for valuing these transactions in your records, please specify that basis (e.g., cost, cost plus, etc.): _____. However, the data provided above in this table should be based on fair market value.
⁴ Identify your firm's principal export markets: _____.

II-10. **Channels of distribution.**--Report your firm's U.S. shipments of cabinets and vanities (i.e., inclusive of commercial U.S. shipments, internal consumption, and transfers to related firms) by channel of distribution.

Full Units

Quantity (in number of units) and value (in \$1,000)					
Channels of distribution	Calendar years			January-September	
	2016	2017	2018	2018	2019
U.S. shipments: Full units					
to Distributors:					
<i>Quantity (AE)</i>					
<i>Value (AF)</i>					
to Designers/dealers:					
<i>Quantity (AG)</i>					
<i>Value (AH)</i>					
to Retailers :					
<i>Quantity (AI)</i>					
<i>Value (AJ)</i>					
to End users:					
<i>Quantity (AK)</i>					
<i>Value (AL)</i>					

Components

Value (in \$1,000)					
Channels of distribution	Calendar years			January-September	
	2016	2017	2018	2018	2019
U.S. shipments: Components					
to Distributors (AM)					
to Designers/dealers (AN)					
to Retailers (AO)					
to End users (AP)					

II-10. **Channels of distribution.**--Continued

***RECONCILIATION OF CHANNELS.**--Please ensure that the quantity and values of full cabinet units reported for channels of distribution (i.e., lines AE through AL) in each time period equal the sum of the quantity and values reported for U.S. shipments of full cabinet units (i.e., lines E through J). Furthermore, please ensure that the value of components reported for channels of distribution (lines AM through AP) in each time period equal the sum of the values reported for U.S. shipments of components (lines AA and AB). If the calculated fields below return values other than zero (i.e., "0"), the data reported must be revised prior to submission to the Commission.*

Reconciliation	Calendar years			January-September	
	2016	2017	2018	2018	2019
Reconciliation for full units: quantity AE + AG + AI + AK – E – G – I = zero ("0"), if not revise.	0	0	0	0	0
Reconciliation for full units: value AF + AH + AJ + AL – F – H – J = zero ("0"), if not revise.	0	0	0	0	0
Reconciliation for components: value AM + AN + AO + AP – AA – AB = zero ("0"), if not revise.	0	0	0	0	0

II-11. **U.S. shipments by broad category:** --Report your firm's U.S. shipments (i.e., inclusive of commercial U.S. shipments, internal consumption, and transfers to related firms) by broad category (i.e., vanities vs cabinets).

Full Units

Quantity (in number of units) and value (in \$1,000)					
Item	Calendar years			January-September	
	2016	2017	2018	2018	2019
U.S. shipments.--					
Vanities					
Quantity (AQ)					
Value (AR)					
Cabinets					
Quantity (AS)					
Value (AT)					

RECONCILIATION OF SHIPMENTS. --Please ensure that the quantities and values U.S. shipments by broad category (i.e., lines AQ through AT) in each period in this question are equal to the quantities and values reported for U.S. shipments (i.e., lines D through I) in each period from question II-7. If the calculated fields below return values other than zero (i.e., "0"), the data reported must be revised prior to submission to the Commission.

Reconciliation	Calendar years			January-September	
	2016	2016	2018	2018	2019
Quantity: AQ + AS – E – G – I = zero ("0"). If not, revise.	0	0	0	0	0
Value: AR + AT – F – H – J = zero ("0"). If not, revise.	0	0	0	0	0

II-12. **U.S. shipments of furniture style vanities:** --Report your firm's U.S. shipments (i.e., inclusive of commercial U.S. shipments, internal consumption, and transfers to related firms) of furniture style vanities.

Full Units

Quantity (in number of units) and value (in \$1,000)					
Item	Calendar years			January-September	
	2016	2017	2018	2018	2019
U.S. shipments-- Furniture style vanities					
<i>Quantity (AU)</i>					
<i>Value (AV)</i>					
All other products¹					
<i>Quantity</i>	0	0	0	0	0
<i>Value</i>	0	0	0	0	0

¹ Please ensure that that quantities and values reported for lines AU and AV do not exceed quantities and values U.S. shipments reported in lines E through J in question II-7. If the calculated fields for "all other products" above are returning negative values, please revise your data prior to submission to the Commission.

II-13. **U.S. shipments of hotel style vanities and cabinets:** --Report your firm's U.S. shipments (i.e., inclusive of commercial U.S. shipments, internal consumption, and transfers to related firms) of hotel style vanities and cabinets.

Full Units

Quantity (in number of units) and value (in \$1,000)					
Item	Calendar years			January-September	
	2016	2017	2018	2018	2019
U.S. shipments-- Hotel style vanities and cabinets					
<i>Quantity (AW)</i>					
<i>Value (AX)</i>					
All other products¹					
<i>Quantity</i>	0	0	0	0	0
<i>Value</i>	0	0	0	0	0

¹ Please ensure that that quantities and values reported for lines AW and AX do not exceed quantities and values U.S. shipments reported in lines E through J in question II-7. If the calculated fields for "all other products" above are returning negative values, please revise your data prior to submission to the Commission.

II-14. **Employment data.**--Report your firm's employment-related data related to the production of cabinets and vanities (full units and components) and provide an explanation for any trends in these data.

"Production and Related Workers" (PRWs) includes working supervisors and all nonsupervisory workers (including group leaders and trainees) engaged in fabricating, processing, assembling, inspecting, receiving, storage, handling, packing, warehousing, shipping, trucking, hauling, maintenance, repair, janitorial and guard services, product development, auxiliary production for plant's own use (e.g., power plant), recordkeeping, and other services closely associated with the above production operations. Average number employed may be computed by adding the number of employees, both full time and part time, for the 12 pay periods ending closest to the 15th of the month and divide that total by 12. Average number employed may be computed by adding the number of employees, both full time and part time, for the 12 pay periods ending closest to the 15th of the month and divide that total by 12. For the January to June periods, calculate similarly and divide by 6.

"Hours worked" includes time paid for sick leave, holidays, and vacation time. Include overtime hours actually worked; do not convert overtime pay to its equivalent in straight time hours.

"Wages paid"--Total wages paid before deductions of any kind (e.g., withholding taxes, old-age and unemployment insurance, group insurance, union dues, bonds, etc.). Include wages paid directly by your firm for overtime, holidays, vacations, and sick leave.

Full Units and Components

Item	Calendar years			January-September	
	2016	2017	2018	2018	2019
Average number of PRWs (<i>number</i>)					
Hours worked by PRWs (<i>1,000 hours</i>)					
Wages paid to PRWs (<i>\$1,000</i>)					

Explanation of trends. If applicable, please address any challenges you have had in attracting or retaining production-related workers due to tightness or competitiveness in the labor market, low employment, availability of skilled workers, or low population density. Please discuss any efforts or strategies that you have implemented to mitigate these challenges, such as increased wages, or benefits, and to what extent those strategies have been successful.

II-15. **Related firms.**--If your firm reported transfers to related firms in question II-7, please identify the firm(s) and indicate the nature of the relationship between your firm and the related firms (e.g., joint venture, wholly owned subsidiary), whether the transfers were priced at market value or by a non-market formula, whether your firm retained marketing rights to all transfers, and whether the related firms also processed inputs from sources other than your firm.

--

II-16. **Purchases.**--Has your firm purchased cabinets and vanities produced in the United States or in other countries since January 1, 2016? (Do not include imports for which your firm was the importer of record. These should be reported in an importer questionnaire).

No	Yes	If yes-- Report such purchases in the table below and explain the reasons for your firms' purchases.
<input type="checkbox"/>	<input type="checkbox"/>	

Full Units and Components

Value (in \$1,000)					
Item	Calendar years			January-September	
	2016	2017	2018	2018	2019
Purchases from U.S. importers¹ of cabinets from-- China					
All other sources					
Purchases from domestic producers²					
Purchases from other sources²					
¹ Please list the name of the importer(s) from which your firm purchased this product. If your firm's import suppliers differ by source, please identify the source for each listed supplier: _____. ² Please list the name of the producer(s) or U.S. distributor(s) from which your firm purchased this product: _____. _____					

II-17. **Imports.**--Since January 1, 2016, has your firm imported wooden cabinets and/or vanities?

No	Yes	
<input type="checkbox"/>	<input type="checkbox"/>	If yes-- <u>COMPLETE AND RETURN A U.S. IMPORTERS' QUESTIONNAIRE</u>

II-18. **Other explanations.**--If your firm would like to further explain a response to a question in Part II for which a narrative box was not provided, please note the question number and the explanation in the space provided below. Please also use this space to highlight any issues your firm had in providing the data in this section, including but not limited to technical issues with the MS Word questionnaire.

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PART III.--FINANCIAL INFORMATION

Address questions on this part of the questionnaire to **Jennifer Brinckhaus** (202-205-3188, jennifer.brinckhaus@usitc.gov).

III-1. **Contact information.**--Please identify the responsible individual and the manner by which Commission staff may contact that individual regarding the confidential information submitted in part III.

Name	
Title	
Email	
Telephone	

III-2. **Accounting system.**--Briefly describe your firm's financial accounting system.

- A. When does your firm's fiscal year end (month and day)? _____
If your firm's fiscal year changed during the data-collection period, explain below:

- B.1. Describe the lowest level of operations (e.g., plant, division, company-wide) for which financial statements are prepared that include wooden cabinets and vanities:

- 2. Does your firm prepare profit/loss statements for wooden cabinets and vanities:
 Yes No
- 3. How often did your firm (or parent company) prepare financial statements (including annual reports, 10Ks)? Please check relevant items below.
 Audited, unaudited, annual reports, 10Ks, 10 Qs,
 Monthly, quarterly, semi-annually, annually
- 4. Accounting basis: GAAP, cash, tax, or other comprehensive basis of accounting (specify) _____

Note: As requested in Part I of this questionnaire, please keep all supporting documents/records used in the preparation of the financial data, as Commission staff may contact your firm regarding questions on the financial data. The Commission may also request that your company submit copies of the supporting documents/records (financial statements, including internal profit-and-loss statements for the division or product group that includes wooden cabinets and vanities, as well as specific statements and worksheets) used to compile these data.

Please note that we are requesting financial data be reported on a CALENDAR YEAR basis.

If a question below does not specify a specific products (e.g., full cabinet units, cabinet components, full vanity units, or vanity components), then it should be answered for all wooden cabinets and vanities.

III-3. **Cost accounting system.**--Briefly describe your firm's cost accounting system (e.g., standard cost, job order cost, etc.).

III-4. **Allocation basis.**--Briefly describe your firm's allocation basis, if any, for COGS, SG&A, and interest expense and other income and expenses.

III-5. **Product listing.**--Please list the products your firm produced in the facilities in which your firm produced wooden cabinets and vanities, and provide the share of net sales accounted for by these products in 2018.

Products	Share of sales
Wooden cabinets and vanities	%
	%
	%
	%
	%

III-6. **Inputs from related suppliers.**--Does your firm purchase **inputs** (raw materials, labor, energy, or any services) used in the production of wooden cabinets and vanities from any related suppliers (e.g., inclusive of transactions between related firms, divisions and/or other components within the same company)?

Yes--Continue to question III-7	No--Continue to question III-9a.
<input type="checkbox"/>	<input type="checkbox"/>

III-7. **Inputs from related suppliers detailed.**--Please identify the inputs used in the production of wooden cabinets and vanities that your firm purchases from related suppliers and that are reflected in questions III-9a and/or III-9b. If your firm reports data for both of these tables (i.e., full units and components), please specify the table number for which the input is used. For "share of total COGS" please report this information by relevant input for 2018.

Describe input:	Related supplier:	Share of total COGS in 2018 (%)	Specify to which table this input relates: III-9a and/or III-9b
Describe the basis, as recorded in your company's own accounting system, of the purchase cost from the related supplier; e.g., the related supplier's actual cost, cost plus, negotiated transfer price to approximate fair market value: _____.			

III-8. **Inputs purchased from related suppliers.**--Please confirm that the inputs purchased from related suppliers, as identified in III-7, were reported in questions III-9a-b (financial results on wooden cabinets and vanities) in a manner consistent with your firm's accounting books and records.

Yes	No	If no--In the space below, please report the valuation basis of inputs purchased from related suppliers as reported in questions III-9a-b.
<input type="checkbox"/>	<input type="checkbox"/>	

III-9a. **Operations on wooden cabinets and vanities.**--Report the revenue and related cost information requested below on the wooden cabinets and vanities operations of your firm's U.S. establishment(s).¹ Note that internal consumption and transfers to related firms must be valued at fair market value. If your firm was involved in tolling operations (either as the toller or as the tollee), please contact Jennifer Brinckhaus at (202) 205-3188 before completing this section of the questionnaire. **Include only components or parts sold as a complete cabinet (whether assembled or not). Any other finished components should be reported in question III-9b.**

Full Units

Quantity (<i>number of units</i>) and value (in \$1,000)					
Item	Calendar years			January-September	
	2016	2017	2018	2018	2019
Net sales quantities: ²					
Commercial sales ("CS")					
Internal consumption ("IC")					
Transfers to related firms ("Transfers")					
Total net sales quantities	0	0	0	0	0
Net sales values: ²					
Commercial sales					
Internal consumption					
Transfers to related firms					
Total net sales values	0	0	0	0	0
Cost of goods sold (COGS): ³					
Raw materials					
Direct labor					
Other factory costs					
Total COGS	0	0	0	0	0
Gross profit or (loss)	0	0	0	0	0
Selling, general, and administrative (SG&A) expenses:					
Selling expenses					
General and administrative expenses					
Total SG&A expenses	0	0	0	0	0
Operating income (loss)	0	0	0	0	0
Other expenses and income:					
Interest expense					
All other expense items					
All other income items					
Net income or (loss) before income taxes	0	0	0	0	0
Depreciation/amortization included above					

¹ Include only sales (whether domestic or export) and costs related to your U.S. manufacturing operations.
² Less discounts, returns, allowances, and prepaid freight. The quantities and values should approximate the corresponding shipment quantities and values reported for full sets in Part II of this questionnaire.
³ COGS (whether for domestic or export sales) should include costs associated with CS, IC, and Transfers.

Note -- The table above contains calculations that will appear when you have entered data in the MS Word form fields.

III-9b. **Operations on COMPONENTS of wooden cabinets and vanities not included at III-9a.**--Report the revenue and related cost information requested below on open market sales of COMPONENTS of wooden cabinets and vanities from your firm's U.S. establishment(s).¹ Components that are excluded from the scope (e.g., moldings, carved wood accessories, etc.) should not be reported. Do not report (i.e., double-count) any parts/components that were reported in question III-9a (i.e., do NOT report "internal consumption" here for merchandise reported in a more finalized form in question III-9a).

Components

Item	Value (in \$1,000)				
	Calendar years			January-September	
	2016	2017	2018	2018	2019
Net sales values: ²					
Cost of goods sold (COGS):					
Raw materials					
Direct labor					
Other factory costs					
Total COGS	0	0	0	0	0
Gross profit or (loss)	0	0	0	0	0
Selling, general, and administrative (SG&A) expenses:					
Selling expenses					
General and administrative expenses					
Total SG&A expenses	0	0	0	0	0
Operating income (loss)	0	0	0	0	0
Other expenses and income:					
Interest expense					
All other expense items					
All other income items					
Net income or (loss) before income taxes	0	0	0	0	0
Depreciation/amortization included above					

¹ Include only sales (whether domestic or export) and costs related to your U.S. manufacturing operations.

² Less discounts, returns, allowances, and prepaid freight. The values should approximate the corresponding shipment values for components reported in Part II of this questionnaire.

Note -- The table above contains calculations that will appear when you have entered data in the MS Word form fields.

III-9c. **Financial data reconciliation.**--The calculable line items from questions III-9a and III-9b (i.e., total net sales, total COGS, gross profit (or loss), total SG&A, and net income (or loss)) have been calculated from the data submitted in the other line items. Do the calculated fields return the correct data according to your firm's financial records ignoring non-material differences that may arise due to rounding?

		<p>If no-- If the calculated fields do not show the correct data, please double check the feeder data for data entry errors and revise. Also, check signs accorded to the post operating income line items; the two expense line items should report positive numbers (i.e., expenses are positive and incomes or reversals are negative--instances of the latter should be rare in those lines) while the income line item also in most instances should have its value be a positive number (i.e., income is positive, expenses or reversals are negative). If after reviewing and potentially revising the feeder data your firm has provided, the differences between your records and the calculated fields persist please identify and discuss the differences in the space below.</p>
Yes	No	
<input type="checkbox"/>	<input type="checkbox"/>	

III-9d. **Raw materials.**--Please report the share of total raw material costs in 2018 (reported in III-9a and/or III-9b) for the following raw material inputs used in the production of wooden cabinets and vanities:

Full Units and Components

Input	Share of total raw material costs (percent)	Procurement method	
		Primarily produced by your firm	Primarily purchased by your firm
Solid or natural wood		<input type="checkbox"/>	<input type="checkbox"/>
Engineered wood		<input type="checkbox"/>	<input type="checkbox"/>
Other material inputs ¹		<input type="checkbox"/>	<input type="checkbox"/>
Total (should sum to 100 percent)	0.0		
<p>¹ Please indicate any notable "other material inputs" not expressly identified above and provide the share of the total raw material costs that they account for: _____.</p>			

III-10. **Nonrecurring items (charges and gains) included in the cabinet and vanities financial results.**-- For each period for which financial results are reported in question III-9a (full units) and/or III-9b (components), please specify all material (significant) nonrecurring items (charges and gains) in the schedule below. The values (*in \$1,000*) should reflect the amount included in question III-9a and/or III-9b; i.e., if an aggregate nonrecurring item has been allocated to question III-9a, only the allocated value amount included in question III-9a should be reported in the schedule below. Note: The Commission's objective here is to gather information only on material (significant) nonrecurring items which impacted the reported financial results of the subject product in question III-9a and/or III-9b.

Full Units and Components

Item	Calendar years			January-September	
	2016	2017	2018	2018	2019
	Value (in \$1,000)				
Nonrecurring item 1					
Nonrecurring item 2					
Nonrecurring item 3					
Nonrecurring item 4					
Nonrecurring item 5					
Nonrecurring item 6					
Nonrecurring item 7					

Nonrecurring item: In this table please provide a brief description of each nonrecurring item reported above, indicate the specific line item in table III-9a or III-9b where the nonrecurring item is classified, and if the company reported data for both III-9a (full units) and III-9b (components), indicate in which table the nonrecurring item appears.

	Description of the nonrecurring item	Nonrecurring item appears in III-9a (full cabinets) or III-9b (cabinet components)	The line item in which the nonrecurring item is included at III-9a or III-9b
Nonrecurring item 1			
Nonrecurring item 2			
Nonrecurring item 3			
Nonrecurring item 4			
Nonrecurring item 5			
Nonrecurring item 6			
Nonrecurring item 7			

III-11. **Classification of identified nonrecurring items (charges and gains) in the accounting books and records of the company.**--If non-recurring items were reported in question III-10 above, please identify where your company recorded these items in your accounting books and records in the normal course of business; i.e., just as responses to question III-10 identify where these items are reported in questions III-9a-b.

--

III-12. **Asset values.**--Report the total assets (i.e., both current and long-term assets) associated with the production, warehousing, and sale of wooden cabinets and vanities. If your firm does not maintain some or all of the specific asset information necessary to calculate total assets for wooden cabinets in the normal course of business, please estimate this information based upon a method (such as production, sales, or costs) that is consistent with relevant cost allocations in question III-9a and/or III-9b.

Note: Total assets should reflect assets after any accumulated depreciation and allowances deducted.

Total assets should be allocated to wooden cabinets and vanities if these assets are also related to other products. Please provide a brief explanation if there are any substantial changes in total asset value during the period; e.g., due to asset write-offs, revaluation, and major purchases.

Full Units and Components

Value (in \$1,000)			
Item	Calendar years		
	2016	2017	2018
Total assets (net) ¹			
¹ Describe _____.			

III-13. **Capital expenditures and research and development expenses.**--Report your firm's capital expenditures and research and development expenses for wooden cabinets and vanities.

Full Units and Components

Value (in \$1,000)					
Item	Calendar years			January-September	
	2016	2017	2018	2018	2019
Capital expenditures ¹					
Research and development expenses ²					
¹ Please describe the nature, focus, and significance of your firm's capital expenditures on the subject product. _____. ² Please describe the nature, focus, and significance of your firm's R&D expenses related to subject product. _____.					

III-14. **Data consistency and reconciliation.**--Please confirm that your firm's financial data for questions III-9a and III-9b are based on a calendar year. If your firm has not reported the data on a calendar year basis, please specify the fiscal year used:

Yes – Data is reported on a calendar year basis	No – Data has been reported on a fiscal year basis	Specify fiscal year
<input type="checkbox"/>	<input type="checkbox"/>	

Full Units and Components

Please note the quantities and values reported in question III-9a should reconcile with the data reported in question II-7 (including export shipments). Similarly, the value of net sales in III-9b should reconcile with the total shipment values reported at II-9.

RECONCILIATION OF TRADE VS FINANCIAL DATA.--Please ensure that the quantities and values reported for total shipments at II-7 equal total net sales at III-9a and that the total shipment values from II-9 equal the net sales values from III-9b in each time period. If the financial data from part III are reported on a fiscal year basis, the partial year periods should still reconcile. If the calculated fields below return values other than zero (i.e., "0") and both are being reported on a calendar basis, please explain the discrepancy below.

Reconciliation	Calendar years			January-September	
	2016	2017	2018	2018	2019
FULL UNITS:					
Quantity: Trade data from question II-7 (lines E, G, I, and K) less financial total net sales quantity data from question III-9a, = zero ("0").	0	0	0	0	0
Value: Trade data from question II-7 (lines F, H, J, and L) less financial total net sales value data from question III-9a, = zero ("0").	0	0	0	0	0
COMPONENTS:					
Value: Total shipment value from question II-9 (lines AA, AB, and AC) less financial net sales value data from question III-9b, = zero ("0").	0	0	0	0	0

Do the data relating to full units (question III-9a) reconcile with data in question II-7?

Yes	No	If no, please explain.
<input type="checkbox"/>	<input type="checkbox"/>	

Do the data relating to components (question III-9b) reconcile with data in question II-9?

Yes	No	If no, please explain.
<input type="checkbox"/>	<input type="checkbox"/>	

III-15. **Effects of imports on investment.**--Since January 1, 2016, has your firm experienced any actual negative effects on its return on investment or the scale of capital investments as a result of imports of wooden cabinets and vanities from China?

No	Yes	If yes, my firm has experienced actual negative effects as follows.
<input type="checkbox"/>	<input type="checkbox"/>	

<i>(check as many as appropriate)</i>		<i>(please describe)</i>
<input type="checkbox"/>	Cancellation, postponement, or rejection of expansion projects	
<input type="checkbox"/>	Denial or rejection of investment proposal	
<input type="checkbox"/>	Reduction in the size of capital investments	
<input type="checkbox"/>	Return on specific investments negatively impacted	
<input type="checkbox"/>	Other	

III-16. **Effects of imports on growth and development.** --Since January 1, 2016, has your firm experienced any actual negative effects on its growth, ability to raise capital, or existing development and production efforts (including efforts to develop a derivative or more advanced version of the product) as a result of imports of wooden cabinets and vanities from China?

No	Yes	If yes, my firm has experienced actual negative effects as follows.
<input type="checkbox"/>	<input type="checkbox"/>	

<i>(check as many as appropriate)</i>		<i>(please describe)</i>
<input type="checkbox"/>	Rejection of bank loans	
<input type="checkbox"/>	Lowering of credit rating	
<input type="checkbox"/>	Problem related to the issue of stocks or bonds	
<input type="checkbox"/>	Ability to service debt	
<input type="checkbox"/>	Other	

III-17. **Anticipated effects of imports.**--Does your firm anticipate any negative effects due to imports of wooden cabinets and vanities from China?

No	Yes	If yes, my firm anticipates negative effects as follows.
<input type="checkbox"/>	<input type="checkbox"/>	

III-18. **Other explanations.**--If your firm would like to further explain a response to a question in Part III for which a narrative box was not provided, please note the question number and the explanation in the space provided below. Please also use this space to highlight any issues your firm had in providing the data in this section, including but not limited to technical issues with the MS Word questionnaire.

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PART IV.--PRICING AND MARKET FACTORS

Further information on this part of the questionnaire can be obtained from **Craig Thomsen** (202-205-3226, craig.thomsen@usitc.gov).

IV-1. **Contact information.**--Please identify the individual that Commission staff may contact regarding the confidential information submitted in part IV.

Name	
Title	
Email	
Telephone	

PRICE DATA

IV-2. This question requests quarterly quantity and value data for your firm's commercial shipments to unrelated U.S. customers since January 1, 2016 of the following products produced by your firm.

Product 1.-- Assembled 30" width x 24" depth x 34-35" height base cabinet with three or four drawers, painted, plywood box construction, shaker style or flush face doors

Product 2.-- Assembled 30" width x 12" depth x 30" height wall cabinet with two doors, painted, plywood box construction, shaker style or flush face doors

Product 3.-- Assembled 36" width x 24" depth x 34-35" height sink base with two doors and one or two faux drawer faces, painted, plywood box construction, shaker style or flush face doors

Product 4.-- Assembled 36" width x 36" depth x 34-35" height corner cabinet with Lazy Susan, painted, plywood box construction, shaker style or flush face doors

Product 5a.-- Assembled 18" width x 24" depth x 34-35" height base cabinet with one door and one drawer, painted, plywood box construction, shaker style or flush face doors

Product 5b.-- RTA 18" width x 24" depth x 34-35" height base cabinet with one door and one drawer, painted, plywood box construction, shaker style or flush face doors

Product 6a.-- Assembled 24" width x 21" depth x 34-35" height vanity base with two doors and faux drawer face, no attached countertop or sink, painted, plywood box construction, shaker style or flush face doors

Product 6b.-- RTA 24" width x 21" depth x 34-35" height vanity base with two doors and faux drawer face, no attached countertop or sink, painted, plywood box construction, shaker style or flush face doors

Please note that values should be f.o.b., U.S. point of shipment and should not include U.S. inland transportation costs. Values should reflect the final net amount paid to your firm (i.e., should be net of all deductions for discounts or rebates).

IV-2a. During January 2016-September 2019, did your firm produce and sell to unrelated U.S. customers any of the above listed products (or any products that were competitive with these products)?

<input type="checkbox"/>	Yes. --Please complete the following pricing data tables as appropriate.
<input type="checkbox"/>	No. --Skip to question IV-3.

IV-2b. **Price data.**--Report below the quarterly price data¹ for pricing products² produced and sold by your firm.

Report data in **number of cabinets** and **actual dollars** (not 1,000s).

Period of shipment	Product 1		Product 2		Product 3		Product 4	
	Quantity (number of cabinets)	Value (dollars)	Quantity (number of cabinets)	Value (dollars)	Quantity (number of cabinets)	Value (dollars)	Quantity (number of cabinets)	Value (dollars)
2016:								
Jan-Mar								
Apr-June								
July-Sep								
Oct-Dec								
2017:								
Jan-Mar								
Apr-June								
July-Sep								
Oct-Dec								
2018:								
Jan-Mar								
Apr-June								
July-Sep								
Oct-Dec								
2019:								
Jan-Mar								
Apr-June								
July-Sep								

¹ Net values (i.e., gross sales values less all discounts, allowances, rebates, prepaid freight, and the value of returned goods), f.o.b. your firm's U.S. point of shipment.

² Pricing product definitions are provided on the first page of Part IV.

Note.--If your firm's product does not exactly meet the product specifications but is competitive with the specified product, provide a description of your firm's product. Also, please explain any anomalies in your firm's reported pricing data.

Product 1:

Product 2:

Product 3:

Product 4:

IV-2b. **Price data.**—*Continued.*

Report data in ***number of cabinets*** and ***actual dollars*** (not 1,000s).

Period of shipment	Product 5a		Product 5b		Product 6a		Product 6b	
	Quantity (number of cabinets)	Value (dollars)	Quantity (number of cabinets)	Value (dollars)	Quantity (number of cabinets)	Value (dollars)	Quantity (number of cabinets)	Value (dollars)
2016:								
Jan-Mar								
Apr-June								
July-Sep								
Oct-Dec								
2017:								
Jan-Mar								
Apr-June								
July-Sep								
Oct-Dec								
2018:								
Jan-Mar								
Apr-June								
July-Sep								
Oct-Dec								
2019:								
Jan-Mar								
Apr-June								
July-Sep								

¹ Net values (i.e., gross sales values less all discounts, allowances, rebates, prepaid freight, and the value of returned goods), f.o.b. your firm's U.S. point of shipment.

² Pricing product definitions are provided on the first page of Part IV.

Note.—If your firm's product does not exactly meet the product specifications but is competitive with the specified product, provide a description of your firm's product. Also, please explain any anomalies in your firm's reported pricing data.

Product 5a:
Product 5b:
Product 6a:
Product 6b:

IV-2c. **Price data checklist.**--Please check that the pricing data in question IV-2b has been correctly reported.

Is the price data reported above:	√ if Yes
In actual dollars (not \$1,000)?	<input type="checkbox"/>
F.o.b. U.S. point of shipment (i.e., does not include U.S. transport costs)?	<input type="checkbox"/>
Net of all discounts and rebates?	<input type="checkbox"/>
Have returns credited to the quarter in which the sale occurred?	<input type="checkbox"/>
Less than reported commercial shipments in questions II-7 and II-12 in each year?	<input type="checkbox"/>

IV-2d. **Pricing data methodology.**--Please describe the method and the kinds of documents/records that were used to compile your price data.

Note: As requested in Part I of this questionnaire, please keep all supporting documents/records used in the preparation of the price data, as Commission staff may contact your firm regarding questions on the price data. The Commission may also request that your company submit copies of the supporting documents/records (such as sales journal, invoices, etc.) used to compile these data.

Please note that the remaining questions in Part IV of this questionnaire refer to all kitchen cabinets and bathroom vanities. If the answers to the questions in this section differs by product type (as defined on pages 3-4) then indicate the difference the most appropriate narrative field; if a question does not contain an available narrative field for such an explanation, indicate the difference in the in question IV-23.

IV-3. **Price setting.**--How does your firm determine the prices that it charges for sales of wooden cabinets and vanities (*check all that apply*)? If your firm issues price lists, please submit sample pages of a recent list.

Transaction by transaction	Contracts	Set price lists	Other	If other, describe
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

IV-4. **Discount policy.**--Please indicate and describe your firm's discount policies (*check all that apply*).

Quantity discounts	Annual total volume discounts	No discount policy	Other	Describe
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

IV-5. **Pricing terms.**--On what basis are your firm's prices of domestic wooden cabinets and vanities usually quoted (*check one*)?

Delivered	F.o.b.	If f.o.b., specify point
<input type="checkbox"/>	<input type="checkbox"/>	

IV-6. **Contract versus spot.**--Approximately what share of your firm's sales of its U.S.-produced wooden cabinets and vanities in 2018 was on a (1) short-term contract basis, (2) annual contract basis, (3) long-term contract basis, and (4) spot sales basis?

Item	Type of sale				Total (should sum to 100.0%)
	Short-term contracts (multiple deliveries for less than 12 months)	Annual contracts (multiple deliveries for 12 months)	Long-term contracts (multiple deliveries for more than 12 months)	Spot sales (for a single delivery)	
Share of 2018 sales	%	%	%	%	0.0 %

IV-7. **Contract provisions.**--Please fill out the table regarding your firm's typical sales contracts for U.S.-produced wooden cabinets and vanities (or check "not applicable" if your firm does not sell on a short-term, annual and/or long-term contract basis).

Typical sales contract provisions	Item	Short-term contracts (multiple deliveries for less than 12 months)	Annual contracts (multiple deliveries for 12 months)	Long-term contracts (multiple deliveries for more than 12 months)
Average contract duration	<i>No. of days</i>		365	
Price renegotiation (during contract period)	<i>Yes</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<i>No</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fixed quantity and/or price	<i>Quantity</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<i>Price</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<i>Both</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Indexed to raw material costs ¹	<i>Yes</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<i>No</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Not applicable		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
¹ Please identify the indexes used: _____.				

IV-8. **Lead times.**--What is your firm's share of sales from inventory and produced to order and what is the typical lead time in business days between a customer's order and the date of delivery for your firm's sales of its U.S.-produced wooden cabinets and vanities?

Source	Share of 2018 sales	Lead time (range of days)
From inventory		
Fully assembled	%	
RTA Flat pack	%	
Components	%	
Produced to order		
Fully assembled	%	
RTA flat pack	%	
Components	%	
Total (should sum to 100.0%)	0.0 %	

IV-9. Shipping information.--

- (a) What is the approximate percentage of the cost of U.S.-produced wooden cabinets and vanities that is accounted for by U.S. inland transportation costs? _____ percent
- (b) Who generally arranges the transportation to your firm's customers' locations?
 Your firm Purchaser (*check one*)
- (c) Indicate the approximate percentage of your firm's sales of wooden cabinets and vanities that are delivered the following distances from its production facility.

Distance from production facility	Share
Within 100 miles	%
101 to 1,000 miles	%
Over 1,000 miles	%
Total (should sum to 100.0%)	0.0 %

IV-10. Geographical shipments.--In which U.S. geographic market area(s) has your firm sold its U.S.-produced cabinets since January 1, 2016 (check all that apply)?

Geographic area	v if applicable
Northeast. --CT, ME, MA, NH, NJ, NY, PA, RI, and VT.	<input type="checkbox"/>
Midwest. --IL, IN, IA, KS, MI, MN, MO, NE, ND, OH, SD, and WI.	<input type="checkbox"/>
Southeast. --AL, DE, DC, FL, GA, KY, MD, MS, NC, SC, TN, VA, and WV.	<input type="checkbox"/>
Central Southwest. --AR, LA, OK, and TX.	<input type="checkbox"/>
Mountains. --AZ, CO, ID, MT, NV, NM, UT, and WY.	<input type="checkbox"/>
Pacific Coast. --CA, OR, and WA.	<input type="checkbox"/>
Other. --All other markets in the United States not previously listed, including AK, HI, PR, and VI.	<input type="checkbox"/>

IV-11. Sales representative agreements.--

(a) Did your firm have contracts with independent sales representatives since January 1, 2016?

No Yes--Please answer part (b).

(b) Did these contracts allow representation of product lines from different suppliers (whether domestic or imported)?

No	Yes	If no, please describe the restrictions placed on independent sales representatives in these contracts.
<input type="checkbox"/>	<input type="checkbox"/>	

IV-12. Substitutes.--Can other products be substituted for wooden cabinets and vanities?

No Yes--Please fill out the table.

	Substitute	End use in which this substitute is used	Have changes in the price of this substitute affected the price for wooden cabinets and vanities?		
			No	Yes	Explanation
1.			<input type="checkbox"/>	<input type="checkbox"/>	
2.			<input type="checkbox"/>	<input type="checkbox"/>	
3.			<input type="checkbox"/>	<input type="checkbox"/>	

IV-13. Demand trends.--Indicate how demand within the United States and outside of the United States (if known) for wooden cabinets and vanities has changed since January 1, 2016. Explain any trends and describe the principal factors that have affected these changes in demand.

Market	Overall increase	No change	Overall decrease	Fluctuate with no clear trend	Explanation and factors
Within the United States	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Outside the United States	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

IV-14. **Product changes.**--Have there been any significant changes in the product range, product mix, or marketing of wooden cabinets and vanities since January 1, 2016?

No	Yes	If yes, please describe and quantify if possible.
<input type="checkbox"/>	<input type="checkbox"/>	

IV-15. **Conditions of competition.**--

(a) Is the wooden cabinets and vanities market subject to business cycles (other than general economy-wide conditions) and/or other conditions of competition distinctive to wooden cabinets and vanities? If yes, describe.

Check all that apply.	Please describe.
<input type="checkbox"/> No	Skip to question IV-16.
<input type="checkbox"/> Yes-Business cycles (e.g. seasonal business)	
<input type="checkbox"/> Yes-Other distinctive conditions of competition	

(b) If yes, have there been any changes in the business cycles or conditions of competition for wooden cabinets and vanities since January 1, 2016?

No	Yes	If yes, describe.
<input type="checkbox"/>	<input type="checkbox"/>	

IV-16. **Supply constraints.**--Has your firm refused, declined, or been unable to supply wooden cabinets and vanities since January 1, 2016 (examples include placing customers on allocation or "controlled order entry," declining to accept new customers or renew existing customers, delivering less than the quantity promised, being unable to meet timely shipment commitments, etc.)?

No	Yes	If yes, please describe.
<input type="checkbox"/>	<input type="checkbox"/>	

IV-17. **Raw materials.**--How have wooden cabinets and vanities raw material prices changed since January 1, 2016?

Overall increase	No change	Overall decrease	Fluctuate with no clear trend	Explain, noting how raw material price changes have affected your firm's selling prices for wooden cabinets and vanities.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

IV-18. **Impact of section 301 tariffs.**-- Did the imposition of tariffs on Chinese-origin products under to section 301 have an impact on the wooden cabinet and vanity market in the United States?

Yes — Please indicate the impact in the table below.	No	Don't know
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Factor	Overall increase	No change	Overall decrease	Fluctuate with no clear trend	Explain, noting how the imposition of tariffs under section 301 affected each factor of the wooden cabinet and vanity market in the United States.
Supply of U.S.-produced wooden cabinets and vanities containers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Supply of wooden cabinets and vanities imported from China	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Supply of wooden cabinets and vanities imported from other countries	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Prices for wooden cabinets and vanities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Overall U.S. demand for wooden cabinets and vanities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Raw material costs for wooden cabinets and vanities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

IV-19. **Interchangeability.**--Is wooden cabinets and vanities produced in the United States and in other countries interchangeable (i.e., can they physically be used in the same applications)?

Please indicate A, F, S, N, or O in the table below:

A = the products from a specified country-pair are *always* interchangeable

F = the products are *frequently* interchangeable

S = the products are *sometimes* interchangeable

N = the products are *never* interchangeable

O = *no familiarity* with products from a specified country-pair

Country-pair	China	Other countries
United States		
China	X	
For any country-pair producing wooden cabinets and vanities that is <i>sometimes</i> or <i>never</i> interchangeable, identify the country-pair and explain the factors that limit or preclude interchangeable use: _____.		

IV-20. **Factors other than price.**--Are differences other than price (e.g., quality, availability, transportation network, product range, technical support, etc.) between wooden cabinets and vanities produced in the United States and in other countries a significant factor in your firm's sales of the products?

Please indicate A, F, S, N, or O in the table below:

A = such differences are *always* significant

F = such differences are *frequently* significant

S = such differences are *sometimes* significant

N = such differences are *never* significant

O = *no familiarity* with products from a specified country-pair

Country-pair	China	Other countries
United States		
China	X	
For any country-pair for which factors other than price <i>always</i> or <i>frequently</i> are a significant factor in your firm's sales of wooden cabinets and vanities, identify the country-pair and report the advantages or disadvantages imparted by such factors: _____.		

IV-21. **Customer identification.**--List the names and contact information for your firm's 10 largest U.S. customers for wooden cabinets and vanities since January 1, 2016. Indicate the share of the quantity of your firm's total shipments of wooden cabinets and vanities that each of these customers accounted for in 2018.

	Customer's name	City	State	Share of 2018 sales (%)
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				

IV-22. **Competition from imports.--**

(a) **Lost revenue.**--Since January 1, 2016: To avoid losing sales to competitors selling wooden cabinets and vanities from China, did your firm:

Item	No	Yes
Reduce prices	<input type="checkbox"/>	<input type="checkbox"/>
Roll back announced price increases	<input type="checkbox"/>	<input type="checkbox"/>

(b) **Lost sales.**--Since January 1, 2016: Did your firm lose sales of wooden cabinets and vanities to imports of this product from China?

No	Yes
<input type="checkbox"/>	<input type="checkbox"/>

IV-23. **Other explanations.**--If your firm would like to further explain a response to a question in Part IV for which a narrative response box was not provided, please note the question number and the explanation in the space provided below. Please also use this space to highlight any issues your firm had in providing the data in this section, including but not limited to technical issues with the MS Word questionnaire.

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PART V.--ALTERNATIVE PRODUCT INFORMATION

Further information on this part of the questionnaire can be obtained from **Ahdia Bavari** (202-205-3191, ahdia.bavari@usitc.gov).

V-1. **Comparability of various products.**--For each of the following indicate whether cabinets and vanities are: fully comparable or the same, *i.e.*, have no differentiation between them; mostly comparable or similar; somewhat comparable or similar; never or not-at-all comparable or similar; or no familiarity with products.

F: fully comparable or the same, *i.e.*, have no differentiation between them;

M: mostly comparable or similar;

S: somewhat comparable or similar;

N: never or not-at-all comparable or similar; or

O: no familiarity with products.

(a) **Physical Characteristics and End Uses.**--The differences and similarities in the physical characteristics and end uses.

Product-pair	Comparison	Please provide a narrative discussion for the comparability ratings you provided in terms of their <i><u>physical characteristics and uses:</u></i>
Cabinets vs vanities		
Furniture style vanities vs all other cabinets and vanities		
Hotel style cabinets and vanities vs all other cabinets and vanities		

(b) **Interchangeability.**--The ability to substitute the products in the same application.

Product-pair	Comparison	Please provide a narrative discussion for the comparability ratings you provided in terms of their <i><u>interchangeability:</u></i>
Cabinets vs vanities		
Furniture style vanities vs all other cabinets and vanities		
Hotel style cabinets and vanities vs all other cabinets and vanities		

V-1. **Comparability of various products.**--*Continued*

- F: fully comparable or the same, *i.e.*, have no differentiation between them;
- M: mostly comparable or similar;
- S: somewhat comparable or similar;
- N: never or not-at-all comparable or similar; or
- O: no familiarity with products.

(c) **Channels of distribution.**--Channels of distribution/market situation through which the products are sold (*i.e.*, sold direct to end users, through wholesaler/distributors, etc.).

Product-pair	Comparison	Please provide a narrative discussion for the comparability ratings you provided in terms of their <u>channels of distribution</u> :
Cabinets vs vanities		
Furniture style vanities vs all other cabinets and vanities		
Hotel style cabinets and vanities vs all other cabinets and vanities		

(d) **Manufacturing facilities, production processes, and production employees.**--Whether manufactured in the same facilities, from the same inputs, on the same machinery and equipment, and using the same employees.

Product-pair	Comparison	Please provide a narrative discussion for the comparability ratings you provided in terms of their <u>manufacturing facilities, production processes, and production employees</u> :
Cabinets vs vanities		
Furniture style vanities vs all other cabinets and vanities		
Hotel style cabinets and vanities vs all other cabinets and vanities		

V-1. **Comparability of various products.**--Continued

- F: fully comparable or the same, *i.e.*, have no differentiation between them;
- M: mostly comparable or similar;
- S: somewhat comparable or similar;
- N: never or not-at-all comparable or similar; or
- O: no familiarity with products.

(e) **Customer and producer perceptions.**--Perceptions as to the differences and/or similarities in the market (*e.g.*, sales/marketing practices).

Product-pair	Comparison	Please provide a narrative discussion for the comparability ratings you provided in terms of their <u>customer and product perceptions</u> :
Cabinets vs vanities		
Furniture style vanities vs all other cabinets and vanities		
Hotel style cabinets and vanities vs all other cabinets and vanities		

(f) **Price.**--Whether prices are comparable or differ between the products.

Product-pair	Comparison	Please provide a narrative discussion for the comparability ratings you provided in terms of their <u>price</u> :
Cabinets vs vanities		
Furniture style vanities vs all other cabinets and vanities		
Hotel style cabinets and vanities vs all other cabinets and vanities		

HOW TO FILE YOUR QUESTIONNAIRE RESPONSE

This questionnaire is available as a “fillable” form in MS Word format on the Commission’s website at:

https://www.usitc.gov/investigations/701731/2019/wooden_cabinets_and_vanities_chi_na/final.htm.

Please do not attempt to modify the format or permissions of the questionnaire document. Please submit the completed questionnaire using one of the methods noted below. If your firm is unable to complete the MS Word questionnaire or cannot use one of the electronic methods of submission, please contact the Commission for further instructions.

- **Upload via Secure Drop Box.**—Upload the MS Word questionnaire along with a scanned copy of the signed certification page (page 1) through the Commission’s secure upload facility:

Web address: <https://dropbox.usitc.gov/oinv/> **Pin:** **CABN**

- **E-mail.**—E-mail the MS Word questionnaire to ahdia.bavari@usitc.gov; include a scanned copy of the signed certification page (page 1). *Submitters are strongly encouraged to encrypt nonpublic documents that are electronically transmitted to the Commission to protect your sensitive information from unauthorized disclosure. The USITC secure drop-box system and the Electronic Document Information System (EDIS) use Federal Information Processing Standards (FIPS) 140-2 cryptographic algorithms to encrypt data in transit. Submitting your nonpublic documents by a means that does not use these encryption algorithms (such as by email) may subject your firm’s nonpublic information to unauthorized disclosure during transmission. If you choose a non-encrypted method of electronic transmission, the Commission warns you that the risk of such possible unauthorized disclosure is assumed by you and not by the Commission.*

If your firm does not produce this product, please fill out page 1, print, sign, and submit a scanned copy to the Commission.

Parties to this proceeding.—If your firm is a party to this proceeding, it is required to serve a copy of the completed questionnaire on parties to the proceeding that are subject to administrative protective order (see 19 CFR § 207.7). A list of such parties may be obtained from the Commission’s Secretary (202-205-1803). A certificate of service must accompany the completed questionnaire you submit (see 19 CFR § 207.7). Service of the questionnaire must be made in paper form.