**Survey Name:** Annual Wholesale Trade Survey (AWTS)

OMB Approval Number: 0607-0195

**OMB Expiration Date:** 12/31/2023

Type of Request: Non-substantive change

This non-substantive change request pertains to the 2022 Annual Wholesale Trade Survey (AWTS), which is tentatively slated to be sent to respondents in January 2023. SA-42A (merchant wholesalers, excluding manufacturers' sales branches and offices), SA-42A-MSBO (manufacturers' sales branches and offices), and SA-42A-AGBR (agents, brokers, and electronic markets) are the three electronic form types associated with the AWTS. In the original clearance package approved by OMB for this survey (with an expiration date of 12/31/2023), the United States Census Bureau noted, "in response to a request from the Bureau of Economic Analysis (BEA), the AWTS will also collect annual detailed operating expenses and annual sales tax information during survey year 2022. Respondents are only asked to provide data for these two items in years ending in '2' and '7', which coincide with the Economic Census collection. Merchant wholesalers, excluding manufacturers' sales branches and offices, will receive the detailed operating expenses and sales tax questions. Conversely, manufacturers' sales branches and offices will only see the sales tax question. Companies that fall under the agents, brokers, and electronic markets category will not be asked to provide detailed operating expenses or sales tax information." As previously mentioned, survey year 2022's data will be collected from respondents during calendar year 2023. Consequently, the United States Census Bureau is officially seeking OMB's permission to add the detailed operating expenses and annual sales tax questions to SA-42A and to add the sales tax question to SA-42A-MSBO for survey year 2022. No changes will be made to SA-42A-AGBR.

The detailed operating expenses and sales tax questions used for survey year 2022 will be the same as the ones used for survey year 2017 (i.e., the last time the AWTS respondents were asked these questions) with one exception. For survey year 2017, the set of detailed operating expenses questions included a question about interest expense. The interest expense question will not be included for survey year 2022. The overall burden estimates will not be affected by the inclusion of these questions, as our current estimates take into account the periodic collection of detailed operating expenses and sales tax information.

The drafts of the two impacted form types, SA-42A and SA-42A-MSBO, have been provided in their entirety. Nevertheless, the following screenshots show how the detailed operating expenses and sales tax questions will be presented to respondents during survey year 2022:

## **Detailed Operating Expenses**

## 16 DETAILED OPERATING EXPENSES

A.	What	personnel	costs	were	incurred	bv	this	firm	in	2022

1.	sal IRS	nnual payroll before deductions - Total annual Medicare laries and wages for all employees as reported on this firm's S Form 941, Employer's Quarterly Federal Tax Return, line 5(c).							
sailRi IRi Inn the wa //in 2. En rec a. b.		clude payments to temporary employees on this firm's payroll,	Mark "X"	2022					
	d to commissioned employees on this firm's payroll. Also include a spread on stock options that are taxable to employees as	if None	\$ Bil.	Mil.	Thou.	Dol.			
	wa	riges. Exclude payments for contracted temporary help (report in e A3); and commissions paid to contractors (report in line C1).	. 🗆						
2.		nployer's cost for fringe benefits - Employer's cost for legally quired 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., ÉŚOPs)							
		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		2022					
		upon retirement, generally either a specific amount or a	Mark "X" if None						
		percentage of compensation. Employer contributions are based on actuarial computations that include the employee's		\$ Bil.	Mil.	Thou.	Dol.		
		compensation and years of service and are not allocated to specific accounts maintained for employees.							
	C.	Payroll taxes, employer paid insurance premiums (except health), and other employer benefits - Include legally-required fringe benefits (e.g., Social Security, workers' compensation insurance, unemployment tax, state disability insurance programs, Medicare). Also include benefits for life insurance, "quality of life" benefits (e.g., childcare assistance, subsidized commuting), employer contributions to pre-tax benefits not specified above. Exclude disbursements from trusts or funds to satisfy health insurance claims.							
3.		Contract temporary staff and leased employee expense - Total costs paid to Professional Employer Organizations (PEOs) and							
	sta	affing agencies for personnel. <b>Include</b> all associated charges for							

В.	What were the expensed equipment, materials, parts, and supplies, not for resale, incurred by this firm in 2022?						
	<ol> <li>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</li> </ol>						
	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).						
	<ol> <li>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</li> </ol>						
	supplies; small tools; and motor fuels. <b>Exclude</b> office postage and package delivery expenses <i>(report in line C12)</i>						
C.	What other operating expenses were incurred by this firm in 2022?						
	<ol> <li>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).</li> </ol>						
	<ol> <li>Expensed purchases of software - Purchases of prepackaged, custom coded, or vendor customized software. Include software developed or customized by others, web design, services and</li> </ol>						
	purchases, licensing agreements, upgrades of software; and maintenance fees related to software upgrades and alterations.  Exclude depreciation for capitalized software (report in line C15).						
	3. Data processing and other purchased computer services - Include computer facilities management services, computer input preparation, data storage, computer time rental, optical scanning services, and other computer-related advice and services, including training. Exclude expenses for integrated systems, repair, and maintenance of computer equipment, payroll processing and credit card transaction fees, and expenses for telecommunication services						
	(e.g., Internet, connectivity, telephone).						
	4. Purchased communication services - Telephone, cellular, and fax services; computer-related communications (e.g., Internet, connectivity, online); and other wired and wireless communication services.						
	Services						
	<ol> <li>Purchased repairs and maintenance to machinery and equipment - Include expensed repair and maintenance services to machinery, vehicles, equipment, and computer hardware. Exclude</li> </ol>						
	materials, parts, and supplies used for repairs and maintenance performed by this firm's employees (reported in line <b>B3</b> )						
	Purchased repairs and maintenance to buildings, structures,						
	and offices - Include repair and maintenance to integral parts of buildings (e.g., elevators, heating systems). Exclude materials,		2022				
	parts, and supplies, used for repairs and maintenance performed by	\$ Bil.	Mil.	Thou.	Dol.		
	this firm's employees <i>(reported in line <b>B3</b>)</i> ; purchased janitorial and grounds maintenance services <i>(report in line C17)</i> .						
	7. Lease and rental payments for machinery, equipment, and other tangible items - Include lease and rental of transportation equipment without operators; and penalties incurred for broken leases. Exclude payments for capital and financing lease						
	agreements and licensing/leasing of software						
	3. Lease and rental payments for land, buildings, structures, store space, and offices - Include penalties incurred for broken leases.						
	Purchased electricity - Include the cost of electricity paid directly						
	to the utility company. <b>Exclude</b> the cost of electricity within lease or rental payments (reported in line <b>C8</b> )						
1	D. Purchased fuels (except motor fuels) - Include fuel for heating, power, or generating electricity (e.g., natural gas, propane, oil, coal).  Exclude the cost of motor fuels (reported in line B3); and the cost						
	of fuels within lease or rental payments (reported in line <b>C8</b> )						

11.	Water, sewer, refuse removal, and other utility payments - Include the cost of hazardous waste removal. Exclude the cost of these utilities within lease or rental payments (reported in line C8).								
12.	Purchased transportation, shipping, and warehousing services - Include the cost of postage, delivery expenses, and packaging and containers provided as part of the purchased								
	service. <b>Exclude</b> the cost of shipping using this firm's vehicles or employees.								
13.	Purchased advertising and promotional services - Include marketing and public relations services								
14.	Purchased professional and technical services - Include management consulting, accounting, auditing, bookkeeping, legal, actuarial, payroll processing, architectural, engineering, and other professional services. Exclude salaries paid to your own employees								
	for these services.								
15.	Depreciation and amortization charges - Include depreciation charges taken against tangible assets owned and used by this firm, tangible assets and improvements owned by this firm within leaseholds, tangible assets obtained through capital lease agreements, and amortization charges against intangible assets								
	(e.g., patents, copyrights). <b>Exclude</b> impairment (reduction in value of long-lived assets due to reappraisals)								
16.	Governmental taxes and license fees - Payments to government agencies for taxes and licenses. Include business and property								
	taxes. <b>Exclude</b> income taxes and sales and excise taxes collected from customers.								
17.	All other operating expenses - Include operating expenses not reported elsewhere, unless excluded by the following list. Exclude purchase of products for resale (cost of goods sold); bad debt; transfers made within the company; capitalized expenses;								
	interest; impairment; income, sales, and excise taxes; and other non-operating expenses.								
	DTAL OPERATING EXPENSES tal of @A1-@C17 must equal @								
<u>Sales Tax</u>									
B. Did this firm collect any sales taxes in 2022?									
☐ Yes									
□ No - <i>Go to</i> <b>⑤</b>									
				2022					
		\$ Bil.	Mil.	Thou.	Dol.				
C. What were t	the total sales taxes collected in 2022?								

Any questions related to this request can be directed to John Dougherty (john.dougherty@census.gov).