

## Appendix A: Screenshots

All diary forms and instructions will be based on the current 2024 Diary, which is accessible on the BLS public website:

[https://www.bls.gov/cex/research\\_papers/pdf/2024-ced-diary-form.pdf](https://www.bls.gov/cex/research_papers/pdf/2024-ced-diary-form.pdf)

### **Instructions**

There are three versions of the instructions. The full Instructions page is shown on the next page, and the differences between the versions are highlighted here:

Version 1 will be the current diary, with the first bullet as is:

Enter the name of the restaurant, vendor, or cafeteria where you made this purchase.

Version 2 will modify the first bullet:

Enter the name of the restaurant, vendor, or cafeteria where you made this purchase. If you used a third-party app or website to order or deliver the food, include the name of that service and the name of the restaurant.

Version 3 will modify the first bullet:

Enter the name of the restaurant, vendor, or cafeteria where you made this purchase. If you used a third-party service to order or deliver the food, include the name of the service and the name of the restaurant.

## Version 1:

The diary is divided into 7 days and each day is divided into 4 parts.

Enter each item in the appropriate part for each day.

### 1. Food and Drinks for Home Consumption

- Describe the item.
- Mark whether the item was fresh, frozen, bottled/canned, or other.
- Enter the cost **without tax** and deduct any discounts or coupons.
- Enter the name of the store, business, or website where the item was purchased.

### 2. Meals, Snacks, and Drinks Away from Home

- Describe the item.
  - Mark whether the item was fresh, frozen, bottled/canned, or other.
  - Enter the cost **without tax** and deduct any discounts or coupons.
  - Enter the name of the store, business, or website where the item was purchased.
- or cafeteria where you made this purchase.
- Mark one of the four choices that best describes where you made the purchase.
  - Enter the total cost **with tax, tip, and fees**. Include any **delivery fees** in the total cost.
  - Check whether alcoholic beverages were included or not, and if yes, enter the cost of the alcoholic beverages.

### 3. Clothing, Shoes, Jewelry, and Accessories

- Describe the item and enter the cost **without tax**.
- Mark the appropriate sex and age range of the person for whom the item was bought.
- Enter the name of the store, business, or website where the item was purchased.

### 4. All Other Products, Services, and Expenses

- Describe the item and enter the cost **without tax**.
- Enter the name of the store, business, or website where the item was purchased.

See back flap for answers to Frequently Asked Questions

There is an Additional Pages section on pages 18–23 in case you run out of lines on any **particular day**.

If you are unsure about whether to include an item or where to record an item, write it down wherever it seems best or make a note and ask your field representative.

## Version 2:

The diary is divided into 7 days and each day is divided into 4 parts.

Enter each item in the appropriate part for each day.

### 1. Food and Drinks for Home Consumption

- Describe the item.
- Mark whether the item was fresh, frozen, bottled/canned, or other.
- Enter the cost **without tax** and deduct any discounts or coupons.
- Enter the name of the store, business, or website where the item was purchased.

### 2. Meals, Snacks, and Drinks Away from Home

- Describe the item.
  - Mark whether the item was fresh, frozen, bottled/canned, or other.
  - Enter the cost **without tax** and deduct any discounts or coupons.
  - Enter the name of the store, business, or website where the item was purchased.
- or cafeteria where you made this purchase.
- Mark one of the four choices that best describes where you made the purchase.
  - Enter the total cost **with tax, tip, and fees**. Include any **delivery fees** in the total cost.
  - Check whether alcoholic beverages were included or not, and if yes, enter the cost of the alcoholic beverages.

### 3. Clothing, Shoes, Jewelry, and Accessories

- Describe the item and enter the cost **without tax**.
- Mark the appropriate sex and age range of the person for whom the item was bought.
- Enter the name of the store, business, or website where the item was purchased.

### 4. All Other Products, Services, and Expenses

- Describe the item and enter the cost **without tax**.
- Enter the name of the store, business, or website where the item was purchased.

See back flap for answers to Frequently Asked Questions

There is an Additional Pages section on pages 18–23 in case you run out of lines on any **particular day**.

If you are unsure about whether to include an item or where to record an item, write it down wherever it seems best or make a note and ask your field representative.

## Version 3:

The diary is divided into 7 days and each day is divided into 4 parts.

Enter each item in the appropriate part for each day.

### 1. Food and Drinks for Home Consumption

- Describe the item.
- Mark whether the item was fresh, frozen, bottled/canned, or other.
- Enter the cost **without tax** and deduct any discounts or coupons.
- Enter the name of the store, business, or website where the item was purchased.

### 2. Meals, Snacks, and Drinks Away from Home

- Describe the item.
  - Mark whether the item was fresh, frozen, bottled/canned, or other.
  - Enter the cost **without tax** and deduct any discounts or coupons.
  - Enter the name of the store, business, or website where the item was purchased.
- or cafeteria where you made this purchase.
- Mark one of the four choices that best describes where you made the purchase.
  - Enter the total cost **with tax, tip, and fees**. Include any **delivery fees** in the total cost.
  - Check whether alcoholic beverages were included or not, and if yes, enter the cost of the alcoholic beverages.

### 3. Clothing, Shoes, Jewelry, and Accessories

- Describe the item and enter the cost **without tax**.
- Mark the appropriate sex and age range of the person for whom the item was bought.
- Enter the name of the store, business, or website where the item was purchased.

### 4. All Other Products, Services, and Expenses

- Describe the item and enter the cost **without tax**.
- Enter the name of the store, business, or website where the item was purchased.

See back flap for answers to Frequently Asked Questions

There is an Additional Pages section on pages 18–23 in case you run out of lines on any **particular day**.

If you are unsure about whether to include an item or where to record an item, write it down wherever it seems best or make a note and ask your field representative.

There are three versions of the form. The full form section is shown below, and the differences between the versions are highlighted here:

Version 1 will be the current column label as is:

Name of Restaurant or Vendor

Version 2 will modify the label:

Name of the Restaurant or Vendor AND Name of App or Website, if used

Version 3 will modify the label:

Name of the Restaurant or Vendor AND Name of Third-Party Service, if used

All versions will have a modified example:

2<sup>nd</sup> example: DoorDash / Panera

### Version 1:

Meals, Snacks, and Drinks Away from Home								
Name of Restaurant or Vendor	Mark (X) one that best describes where you made this purchase				Total Cost with tax, tip & fees	Were alcoholic beverages included?		Enter the total cost of the alcohol
	Fast Food Take-out Delivery Concession	Full Service Places	Vending Machines or Mobile Vendors / Food Trucks	Employer or School Cafeteria		Yes	No	
						1	2	
McDonald's	X				7.25	X		
DoorDash / Panera	X				62.25	X		
Mister Days sports bar		X			15.00	X	15.00	
YMCA vending machine			X		1.50	X		
Millbrook school cafeteria				X	45.00	X		
Starbucks	X				2.09	X		

### Version 2:

Meals, Snacks, and Drinks Away from Home								
Name of Restaurant or Vendor AND Name of App or Website, if used	Mark (X) one that best describes where you made this purchase				Total Cost with tax, tip & fees	Were alcoholic beverages included?		Enter the total cost of the alcohol
	Fast Food Take-out Delivery Concession	Full Service Places	Vending Machines or Mobile Vendors / Food Trucks	Employer or School Cafeteria		Yes	No	
						1	2	
McDonald's	X				7.25	X		
DoorDash / Panera	X				62.25	X		
Mister Days sports bar		X			15.00	X	15.00	
YMCA vending machine			X		1.50	X		
Millbrook school cafeteria				X	45.00	X		
Starbucks	X				2.09	X		

### Version 3:

Meals, Snacks, and Drinks Away from Home								
Name of Restaurant or Vendor AND Name of Third-Party Service, if used	Mark (X) one that best describes where you made this purchase				Total Cost with tax, tip & fees	Were alcoholic beverages included?		Enter the total cost of the alcohol
	Fast Food Take-out Delivery Concession	Full Service Places	Vending Machines or Mobile Vendors / Food Trucks	Employer or School Cafeteria		Yes	No	
						1	2	
McDonald's	X				7.25	X		
DoorDash / Panera	X				62.25	X		
Mister Days sports bar		X			15.00	X	15.00	
YMCA vending machine			X		1.50	X		
Millbrook school cafeteria				X	45.00	X		
Starbucks	X				2.09	X		