

MONTHLY RETAIL TRADE REPORT

SIVI-44 IZBE	(09-14-2012)	
Due Date		
Need help or have questions?		
Call 1-800-772-7852 (8:30 a.m 5:00 p.m. ET, M-F) or		
Visit census.gov/econhelp/mrts		
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Return via Internet:	Return via Fax:	To view Survey Results:
econhelp.census.gov/mrts	1-800-447-4613	census.gov/retail
Username:		
Password:		
INCLUDE Data for auxiliary facilities primarily engaged in supporting services to this firm's establishment(s) such as warehouses, garages, central administrative offices, and repair services Leased departments and concessions operated by other firms in this firm's establishments Sales taxes and finance charges Data for establishments operated by other firms, such as franchises ANNOUNCEMENTS AND SPECIAL INSTRUCTIONS		
1 FEDERAL EMPLOYER IDE	ITIFICATION (EIN)	
Has this firm acquired any new EINs for its retail operation(s) since last month?		nonth? EIN (9 digits)
Yes - List here and	continue with 2 . Report additional EIN(s) in 5	
	RI ICUMENTO	Ni L
		Number
-	ments did this firm operate? refers to the establishments reported here.	

SALES, RECEIPTS, OR REVENUE

• Cash and credit sales of merchandise whether or not payment was

Ending Date Month Day

Percent

Month Day

%

government lottery tickets received Nonoperating receipts (such as interest income, income from E-commerce sales if not submitted on a separate monthly retail report investments, and receipts from the rental or sale of real estate) • Wholesale sales and services revenue made by retail establishments covered by this report Refunds and allowances for returned goods • The actual value of rebates and discounts granted to the purchaser, • Value of trade-ins taken as part payment for other merchandise even if granted as an increase in trade-in allowance A. What type of reporting period do this month's sales represent? 4-week reporting period Calendar month reporting period - Go to 3C 5-week reporting period B. If not a calendar month reporting period, what is the ending date for the period you are reporting sales? C. What were the total sales in D. Do the sales reported in 3C represent book figures or estimates? Estimate **Book Figure** Dollars E. What were the total e-commerce sales in If e-commerce sales not available - What was the percent of total sales in 3C that represents e-commerce? **VALUE OF INVENTORIES INCLUDE EXCLUDE** • The cost value of all merchandise for the end of the month • Items such as fixtures, equipment, and supplies not held for resale • Merchandise owned by this firm but held by others for consignment • Merchandise owned by others such as those held on consignment Merchandise of leased departments and concessions operated by • Merchandise under contract for sale other firms in this retail establishment • Merchandise if title has passed to you, including merchandise in transit • Inventory held in Foreign Trade Zones or in bond warehouses in the U.S. A. What was the value of merchandise inventories, regardless of where held, owned as of the end of the month? 1. Merchandise inventories in retail stores **Dollars** Include leased departments and concessions operated by this firm in other establishments. . 2. Merchandise inventories in warehouses, offices, or in transit for distribution to retail 3. Total inventories (if applicable, before Last-in, First-out (LIFO) adjustment) REMARKS - Please use this space to explain any significant month-to-month changes, to clarify responses, or indicate where data were **CONTACT INFORMATION** Name of person to contact regarding this report Title Area code Number Extension Area code Number Telephone Fax DEFINITIONS OF E-COMMERCE SALES, AUXILIARY ESTABLISHMENTS, LEASED DEPARTMENTS AND CONCESSIONS

EXCLUDE

• Commissions from vending machine operators and from sales of

Public reporting burden for this collection of voluntary information is estimated to average 7 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden eximate or any other aspect of this collection of information, including suggestions for reducing this burden to: Paperwork Project 0607-0717, U.S. Census Bureau, 4600 Silver Hill Road, AMSD-3K138, Washington, DC 20233. You may e-mail comments to Paperwork@census.gov; use "Paperwork Project 0607-0717" as the subject. Respondents are not required to respond to any information collection unless it displays a valid approval number from the Office of Management and Budget (OMB). The 8-digit OMB number appears in the top right corner on the front of this form.

• Leased Departments and Concessions are separate businesses that lease space on the premises of another business.

• E-commerce is the sale of goods and services where the buyer places an order, or the price and terms of the sale are negotiated, over an Internet, mobile device (M-Commerce), extranet, EDI network, electronic mail, or other comparable online system. Payment may or may not be made online. • Auxiliary Establishments are facilities primarily engaged in furnishing supporting services (such as warehouses, garages and central administrative offices) to this firm's establishments.