MONTHLY RETAIL TRADE REPORT

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								
https://econhelp.census.gov/mrts								
Title 13 United States Code (U.S.C.), Sections 131 and 182, authorizes the Census Bureau to conduct this collection and to request your voluntary assistance. The U.S. Census Bureau is required by Section 9 of the same law to keep your information confidential and can use your responses only to produce statistics. The Census Bureau is not permitted to publicly release your responses in a way that could identify your business, organization, or institution. Per the Federal Cybersecurity Enhancement Act of 2015, your data are protected from cybersecurity risks through screening of the systems that transmit your data. This collection has been approved by the Office of Management and Budget (OMB). The eight-digit OMB approval number is 0607-0717 and appears at the upper right of this page. Without this approval, we could not conduct this survey.	(Please correct any errors in name, addres	s, and ZIP Code.)						
Return via Internet:	Return via Fax:	To view Survey Results:						
https://econhelp.census.gov/mrts	1-800-447-4613	https://www.census.gov/retail						
Username:								
Password:	GENERAL INSTRUCTIONS							
• For establishments sold or acquired during the month, report data only for the period the establishment was operated by this firm • Estimates are acceptable if book figures are not available • Enter "0" where applicable 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								
We estimate this survey will take an a with comments is on the back of this	verage of 7 minutes to complete. More information about this estimate and	d an address where you may write						
1 FEDERAL EMPLOYER IDENTIF								
Has this firm acquired any ne	v EINs for its retail operation(s) since last month?	EIN (9 digits)						
Vac - Liet hare and cont	inue with 2 . Report additional EIN(s) in 5							
No	nue with G. Heport additional Envisy in G							
2 NUMBER OF RETAIL ESTABLIS	HMENTS	Number						
How many retail establishmer	ts did this firm operate?							
•	s to the establishments reported here.							

SALES, RECEIPTS, OR REVENUE			
INCLUDE	EXCLUDE		
Cash and credit sales of merchandise whether or not payment was		g machine operators and from	n sales of
received	government lottery tickets		
 E-commerce sales if not submitted on a separate monthly retail report Wholesale sales and services revenue made by retail establishments 	 Nonoperating receipts (su investments, and receipts 	ch as interest income, income from the rental or sale of real	trom estate)
covered by this report	Refunds and allowances for		,
• Value of trade-ins taken as part payment for other merchandise	The actual value of rebate	s and discounts granted to the	purchaser,
	even if granted as an incre	ease in trade-in allowance	
A. What type of reporting period do this month's sales repr	esent?		
Calendar month reporting period - Go to 3C	4-week reporting period	5-week reporting pe	eriod
			Ending Da
			Month D
			10.00.00
B. If not a calendar month reporting period, what is the end	ding date for the period y	ou are reporting sales?	
		Dollars	
C. What were the total sales in			
_			
D. Do the sales reported in 3C represent book figures or es	stimates?		
Book Figure Estimate			
VALUE OF INVENTORIES			
7,1202 01 11112111011120			
INCLUDE	EXCLUDE		
		uipment, and supplies not held	I for resale
INCLUDE	• Items such as fixtures, equ	uipment, and supplies not held hers such as those held on co	
INCLUDE • The cost value of all merchandise for the end of the month • Merchandise owned by this firm but held by others for consignment	 Items such as fixtures, equ Merchandise owned by ot Merchandise of leased de 	hers such as those held on concartments and concessions op	nsignment
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Name of person to contact regarding this report				Title								
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		Area code	ľ	Number		Extension			Area code	Number		nber
	Telephone			-				Fax			-	

DEFINITIONS OF E-COMMERCE SALES, AUXILIARY ESTABLISHMENTS, LEASED DEPARTMENTS AND CONCESSIONS

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

We estimate this survey will take an average of 7 minutes to complete, 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 estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to: EID Survey Comments 0607-0717. S. Census Bureau, 4600 Silver Hill Road, Room EID-8K170, Washington, DC 20233. You may email comments to eid.retail.indicator.branch@census.gov. Be sure to use "EID Survey Comments 0607-0717" as the subject.