

# **2017 ANNUAL RETAIL TRADE REPORT**

## **DUE DATE**

#### Need help or have questions?

Call 1-877-787-9860 (option 2) (8:00 a.m. - 5:00 p.m. ET, M-F) or Visit

https://econhelp.census.gov/arts

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Budget (OMB). The eight-digit OMB approval number is 0607-0013 and appears at the upper right of this page. Without this approval we

(Please correct any errors in name, address, and ZIP Code.)

could not conduct this survey.

Return via Internet:

https://econhelp.census.gov/arts

**Return via Fax:** 1-800-447-4613

**To view Survey Results:** 

https://www.census.gov/retail

Username:

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### **GENERAL INSTRUCTIONS**

- Any significant change in this Employer Identification Number's (EIN's) operations should be noted in (B).
- For establishments sold or acquired in 2017, report data only for the period the establishments were operated by this EIN.
- Estimates are acceptable if book figures are not available.
- Enter "0" where applicable.

### **INCLUDE**

- •All retail establishments located in the U.S. (including the District of Columbia) reporting payroll on its latest Employer's Federal Tax Return (Treasury Form 941 or 944), **under the EIN shown in ①**.
- Data for auxiliary facilities primarily engaged in supporting services to this EIN's establishment(s), such as warehouses, garages, central administrative offices, and repair services.

### **EXCLUDE**

- Data for establishments operated by other firms, such as franchises.
- Departments and concessions operated by other firms in this EIN's establishment(s).
- Data for establishments located in U.S Territories (such as Puerto Rico, American Samoa, Guam, U.S. Virgin Islands and Northern Mariana Islands).

## **ANNOUNCEMENTS AND SPECIAL INSTRUCTIONS**



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FEDERAL EMPLOYER IDENTIFICATION NUMBER (EIN)					
Does this firm report payroll under EIN					
☐ Yes	E181 / 2	v =1	\		
☐ No - Enter current 9-digit EIN <b>AND</b> date payroll was first	EIN (S	digits	)		
reported for this EIN					
		Mor	nth D	ay	Year
ORGANIZATIONAL CHANGE					
A. Did this EIN experience any acquisitions, sales, mergers, and/or divestitur	es in 20	17?			
☐ Yes					
☐ No - <i>Go to</i> <b>③</b>					
B. Which of the following organizational changes occurred in 2017?					
Check all that apply. If more than one organizational change occurred during the	reporting	g perio	od, ex	plain	in 🚯.
☐ Acquisition		Mor	nth D	ay	Year
Date of organizational change		. [			
☐ Sale → AND			,		
☐ Merger  Enter detailed information below					
☐ Divestiture					
Name of company	9 digits	digits)			
		_	-		
Address (Number and street, P.O. Box, etc.)					
City	e ZIP C	ode			
				-	
REPORTING PERIOD	•				
NOTE: Calendar-year data are preferred. If this is not available, please report for the fi that includes <b>at least six months</b> of data for the 2017 calendar year.	iscal yea	ar			
that includes at least six months of data for the 2017 calendar year.  What time period is covered by the data provided in this report?				201	7
□ Calendar year		N 4 -			g Date
		Mor	ונחן ט	ay	Year
☐ Fiscal or partial year - Report beginning and ending dates		·	E	dina	Date
		Mor		ay	Year
NUMBER OF ESTABLISHMENTS					
NOMBER OF ESTABLISHMENTS How many retail establishments (including departments and concessions) di	d this E	IN	Mark if No		2017 Number
operate in 2017? The remainder of this report refers to the establishments reported here				,	
The remainder of this report relets to the establishments reported here. $\dots \dots$				<u>'</u> _	

SALES, RECEIPTS, OR REVENUE							
INCLUDE	EXCLUDE						
Credit and cash net sales of merchandise	Sales from auxiliary esta						
<ul> <li>E-commerce sales if not submitted on a separate Annual Retail Trade Report</li> </ul>	<ul> <li>Carrying or other finance</li> <li>Commissions (such as ve</li> </ul>	ending r	nachine o	perators,			
<ul> <li>Excise taxes (such as those on gasoline, liquor, and tobacco) which are included in the cost of goods purchased by this EIN</li> </ul>	government lottery ticke  Non-operating receipts (sincome from investment)	such as s, and re	interest in	come,			
<ul> <li>Wholesale sales made by retail establishment(s) covered by this report</li> <li>Receipts from the rental or leasing of vehicles,</li> </ul> rental or sale of real <ul> <li>Sales made by depart operated by other fire</li> </ul>			•				
<ul> <li>Receipts from the rental or leasing of vehicles, equipment, instruments, tools, etc.</li> </ul>	operated by other firms establishment(s)	n this E	IN's retail				
eceipts from deliveries eceipts from installations, maintenance contracts, epairs, alterations, storage, and other such services alue of trade-ins taken as partial payment for other nerchandise  DEDUCT  • The actual value of rebatto to the purchaser, even in trade-in allowances							
<ul> <li>Receipts from installations, maintenance contracts, repairs, alterations, storage, and other such services</li> </ul>	• The actual value of rebat						
<ul> <li>Value of trade-ins taken as partial payment for other merchandise</li> </ul>		Ü					
<ul> <li>Value of manufacturers' rebates</li> </ul>							
<ul> <li>Leased departments and concessions operated in other establishments</li> </ul>							
<ul> <li>Shipping and handling revenue</li> </ul>							
<ul> <li>Advertising revenues</li> </ul>							
	Mark "X" if None			2017			
A What ways the total calca of mayabandian and		\$ Bil.	Mil.	Thou.	Do		
A. What were the total sales of merchandise and c receipts for this EIN in 2017?							
•							
				<u> </u>			
B. Did this EIN collect any sales taxes in 2017?							
B. Did this EIN collect any sales taxes in 2017?             Yes			2	2017			
B. Did this EIN collect any sales taxes in 2017?		\$ Bil.	Mil.	<b>2017</b> Thou.	Dol		
B. Did this EIN collect any sales taxes in 2017?  Yes  No - Go to 6		\$ Bil.			Do		
B. Did this EIN collect any sales taxes in 2017?  Yes  No - Go to 3  C. What were the total sales taxes collected in 20		\$ Bil.			Dol		
B. Did this EIN collect any sales taxes in 2017?  Yes  No - Go to 6  C. What were the total sales taxes collected in 20° Exclude excise taxes	17?	he price	Mil.	Thou.			
B. Did this EIN collect any sales taxes in 2017?  Yes  No - Go to 6  C. What were the total sales taxes collected in 20 Exclude excise taxes.  E-COMMERCE  E-commerce is the sale of goods and services where the are negotiated, over an Internet, mobile device (M-Comparable online system. Payment may or may not be	17?  buyer places an order, or to merce), extranet, EDI networds made online.	he price	Mil.	Thou.			
B. Did this EIN collect any sales taxes in 2017?  Yes  No - Go to 6  C. What were the total sales taxes collected in 20 Exclude excise taxes.	17?  buyer places an order, or to merce), extranet, EDI networds made online.	he price	Mil.	Thou.			

□ No - Go to ②

B. What were the total e-commerce sales in 2017? . .

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		2	2017		
	\$ Bil.	Mil.	Thou.	Dol.	
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INICI	LIDE	EXCLUDE					
by t as v offic	inventories of merchandise at locations covered this report, including all auxiliary locations (such warehouses, garages, central administrative ces) servicing these establishments, regardless where held	Merchandise own on consignment	ned by o	thers th	at are be	ing held	
	entory held in Foreign Trade Zones or in bond rehouses in the United States						
	ort at cost or market value as of the end of your orting period						
A. D	id this EIN own inventories, regardless of when or which you are reporting)?	re held, at the end	l of 201	7 (or th	e end o	f the perio	od
	☐ Yes						
	□ No - Go to <b>⑤</b>						
B. W	hat was the value of merchandise inventories	as of	Mark "X"			2017	
	ecember 31 in 2017?		if None	\$ Bil.	Mil.	Thou.	Do
1.	Merchandise inventories in retail stores						
2.	Merchandise inventories in warehouses, offices, o distribution to retail stores	r in transit for					
3.	Total inventories (before Last-in, First-out (LII						1
	if applicable) Sum of <b>②</b> B1 and <b>②</b> B2	-					
4	LIFO manages (if analizable)						
	LIFO reserve (if applicable)						
Э.	Total inventories after LIFO adjustment  **DB3 minus **DB4.**						
c. w	ere inventories reported as of December 31?						
	☐ Yes - Go to <b>7</b> E						
	□ No						
						2017	
					Month	n Day	Year
D. If	not December 31, as of what date were invent	tories reported?					
E. W	ere any of the inventories reported in <b>9</b> B3 sto ne District of Columbia in 2017?	red outside of, or	en rout	e to, th	ne 50 sta	ates and	
	☐ Yes						
	□ No - Go to 3						
	hat was the value of the inventories stored ou					2017	
	o, the 50 states and District of Columbia (for sa istrict of Columbia) in 2017?	ale in the 50 state	s or	\$ Bil.	Mil.	Thou.	Do
Ex	xclude inventory held in Foreign Trade Zones or in Lee U.S						
						•	

Form SA-44E Page 5 (DRAFT) 8 INVENTORY VALUATION METHOD A. Were any of the inventories reported in **②**B3 subject to the LIFO valuation method? □ No - Go to **9** 2017 Mark "X" if None B. How much of the inventories reported in **QB3** was subject to: \$ Bil. Mil. Thou. Dol. **1.** LIFO valuation method before adjustment . . . . . . **2.** Any other valuation method . . . . . . . . . . . . . . . . 3. Verify Total Sum of 3B1 and 3B2. Total must equal 7B3. . . . . . . . . . . . . . **TOTAL PURCHASES INCLUDE EXCLUDE**  Cash and credit purchases by this EIN • Expenditures for supplies, equipment, and parts purchased for this EIN's own use Merchandise owned by, but in transit to, this EIN Purchases made by other firms' operating · Purchases made by both warehouse(s) and departments and concessions in this EIN's establishment(s) establishment(s) • Freight, delivery, and other transportation costs Purchases of merchandise held outside the U.S. Import duties (if paid separately) • Purchases of containers, wrappings, packaging, and • Parts and supplies used in repair work or other selling supplies for this EIN's own use services • Trade and cash discounts, returns, and allowances 2017 Mark "X" What was the total cost of all merchandise purchased for resale if None \$ Bil. Mil. Thou. Dol. for which this EIN took title, whether or not payment was made, If purchases are greater than sales, explain in 15. . . . . . . . . . . . . . . . Not Applicable.

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ales, ots, or		To			ಸಿ89 (option 2	<u>′).</u>				
bts, or books	\$ Bil		otai saies to				_	-	6 0047	
books	\$ Ril		-I-II OD						es for 2017	
books		Mil.	dollars OR	Dol.	Percent	\$ Bil.	Mil.	Thou.	percentage Dol.	e <b>s</b> Percer
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Form SA-44E Page 7 (DRAFT) 12 OPERATING EXPENSES **EXCLUDE** INCLUDE Expenses arising from the normal course of Bad debt business Purchases of goods for resale or cost of goods sold Payroll Income taxes Depreciation and amortization Interest expenses Impairment (reduction in value of long-lived assets due to reappraisal) Capitalized expenses (except payroll and fringe benefits) Transfers made within the company 2017 Mark "X" if None \$ Bil. Mil. Thou. Dol. What were the total operating expenses for this EIN in 2017? If operating expenses are greater than sales, explain in 16. . . . . . . . . 13 DETAILED OPERATING EXPENSES A. What personnel costs were incurred by this EIN in 2017? 1. Annual payroll before deductions - Total annual Medicare salaries and wages for all employees as reported on this EIN's IRS Form 941, Employer's Quarterly Federal Tax Return, line 5(c). Include payments to temporary employees on this EIN's payroll, 2017 Mark "X" and to commissioned employees on this EIN's payroll. Also include if None \$ Bil. Mil. Thou. Dol. the spread on stock options that are taxable to employees as wages. **Exclude** payments for contracted temporary help (report in line A3); and commissions paid to contractors (report in line C1). . . 2. Employer's cost for fringe benefits - Employer's cost for legally required 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).

i. Defined contribution plans - Costs under defined

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

Total costs paid to Professional Employer Organizations (PEOs) and staffing agencies for personnel. **Include** all associated charges for payroll, benefits, and services.

b. Pension plans:

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	1. Expensed equipment - Expensed computer hardware and other	Mark "X"			2017	
		if None	\$ Bil.	Mil.	Thou.	Do
	leased and rented equipment (report in line C7); depreciation for capitalized equipment (report in line C15); capitalized equipment					
	2. Purchasing of packaging materials and containers - Include					
	the cost of bags, boxes, wrapping, and sealing materials. <b>Exclude</b> office supplies (report in line <b>B3</b> ); and cost of shipping to customers		I			Ι
	(report in line <b>C12</b> )					
	3. 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 supplies; small tools; and motor fuels. Exclude office postage and package delivery expenses (report in line C12).					
C.	What other operating expenses were incurred by this EIN in 2017?					
	1. Commission expense - Include commission paid to other firms					
	for sale of products owned by this EIN. <b>Exclude</b> commission paid to your own employees (reported in line <b>A1</b> )					
	2. Expensed purchases of software - Purchases of prepackaged,					
	custom coded, or vendor customized software. <b>Include</b> software developed or customized by others, web design, services and					
	purchases, licensing agreements, upgrades of software; and maintenance fees related to software upgrades and alterations.					I
	<b>Exclude</b> depreciation for capitalized software (report in line <b>C15</b> ).					
	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. <b>Exclude</b> expenses for telecommunication services e.g., Internet connectivity, telephone, fax (report in line <b>C4</b> ); repair and maintenance of computer equipment (report in line <b>C5</b> ); payroll processing (report in line <b>C14</b> ); credit card transaction fees (report in line <b>C17</b> ).					
	4. Purchased communication services - Telephone, cellular, and					
	fax services; computer-related communications (e.g., Internet connectivity); and other wired and wireless communication services.					
	5. Purchased repairs and maintenance to machinery and					
	equipment - Include expensed repair and maintenance services to machinery, vehicles, equipment, and computer hardware. Exclude materials, parts, and supplies used for repairs and maintenance performed by this EIN's employees (reported in line B3)					
	6. Purchased repairs and maintenance to buildings, structures,	_				
	and offices - İnclude repair and maintenance to integral parts of buildings (e.g., elevators, heating systems). Exclude materials, parts, and supplies, used for repairs and maintenance performed by this EIN's employees (reported in line B3); purchased janitorial and					Τ
	grounds maintenance services (report in line C17)					
	<ol> <li>Lease and rental payments for machinery, equipment, and other tangible items - Include lease and rental of transportation</li> </ol>					
	equipment without operators; and penalties incurred for broken	i	1			
	leases. <b>Exclude</b> licensing/leasing of software (reported in line <b>C2</b> ); payments for capital and financing lease agreements					
	8. Lease and rental payments for land, buildings, structures,					
	store space, and offices - Include penalties incurred for broken leases.					
	9. 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). <b>Exclude</b> the cost of motor fuels (reported in line <b>B3</b> ); and the cost		I			I
	of fuels within lease or rental payments (reported in line C8)					

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		Mark "X" if None	\$ Bil.	Mil.	2017 Thou.	Dol.
11.	Water, sewer, refuse removal, and other utility payments - <b>Include</b> the cost of hazardous waste removal. <b>Exclude</b> the cost of these utilities within lease or rental payments (reported in line <b>C8</b> ).		ااط پ	IVIII.	i iiou.	DOI.
12.	Purchased transportation, shipping, and warehousing services - Include the cost of postage, delivery expenses, and	<del>.</del>		l		
	packaging and containers provided as part of the purchased service. <b>Exclude</b> the cost of shipping using this EIN'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 (reported in line A1).					
15.	Depreciation and amortization charges - Include depreciation charges taken against tangible assets owned and used by this EIN, tangible assets and improvements owned by this EIN within leaseholds, tangible assets obtained through capital lease agreements, and amortization charges against intangible assets			ı		
	(e.g., patents, copyrights). <b>Exclude</b> impairment (reduction in value of long-lived assets due to reappraisals)	. 🗆				
16.	<b>Governmental taxes and license fees</b> - Payments to government agencies for taxes and licenses. <b>Include</b> business and property taxes. <b>Exclude</b> income taxes and sales and excise taxes collected	_				
17.	from customers	. 🗆				
	not reported elsewhere, unless excluded by the following list. <b>Exclude</b> 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.	. 🗆				
18.	TOTAL OPERATING EXPENSES  Total of ®A1-®C17 must equal	. 🗆				
14 INTE	REST EXPENSE					
What	was the total interest expense for this EIN in 2017?	Mark "X"			2017	
long l	est expense - expenses incurred in the financing of operations and ived assets used in continuing operations. Exclude transfers made in the company and capitalized interest.	if None . □	\$ Bil.	Mil.	Thou.	Dol.

Number