



## GENERAL INSTRUCTIONS

**Purpose of the report**—Reports are required to obtain data for estimating the international transactions accounts of the United States.

**Who must report**—U.S. carriers must report. Carriers are owners or operators of dry cargo, passenger (including combination), and tanker vessels regardless of whether the vessels are registered in the United States or in foreign countries. Operators are persons who enter into any form of transportation contract with shippers of merchandise (or their agents) for the transportation of freight and cargo between U.S. and foreign ports or between foreign ports, whether on the operators' own vessels or chartered vessels.

**How to file**—Use separate forms to report data relating to (1) liner service voyages, (2) industrial service voyages, (3) irregular and tramp service voyages, (4) tanker (dry cargo) voyages, and (5) tanker (liquid cargo) voyages. Under each of these categories, use separate forms for the data relating to voyages in (A) U.S.-flag vessels; (B) foreign-flag vessels. If expenses in foreign countries (column f) cannot be distributed in this way, they may be shown under any of the categories with a notation about coverage. Revenues should be shown under the proper type of service and flag vessel as indicated above. Report revenues and expenses in thousands of dollars, and report shipping weights in thousands of long tons (2,240 pounds).

### Types of service

**1. Liner (dry cargo, passenger, or combination)**—Vessels operating on a definite, advertised schedule, giving relatively frequent sailings at regular intervals between U.S. ports and foreign ports.

**2. Liner (excluding tanker)**—Vessels operating on a definite, advertised schedule and/or services made in connection with industrial or commercial operations of a specific company, with the shipping function, inbound or outbound (not necessarily both) constituting an integral part of the company's commercial or industrial activities.

## SPECIFIC INSTRUCTIONS

**Column (a)—Revenues on cargo outbound from U.S. ports to foreign destinations.** Report gross freight revenue and charter revenue (whether collect or prepaid) earned from shippers of merchandise for carrying U.S. exports to foreign countries, net of any special discounts allowed shippers. Include earnings on outbound in-transit cargoes. Specify country of destination of cargo. Exclude earnings on cargoes carried for U.S. Department of Defense (customarily under military bill of lading or space charter).

If the respondent is a subsidiary, a branch, or another affiliate of the shipper, revenues should be reported even if the amounts are only credited to an inter-company account. Whenever selling and shipping operations are combined in one company and the sales price includes delivery at the port of destination, only the recorded or estimated gross freight or charter revenue component of the value of the cargo should be entered in this column.

**Column (b)—Outbound cargo shipping weight.** Report outbound cargo shipping weight, in long tons of 2,240 pounds, on which the revenues reported in (a) were earned.

**Column (c)—Revenue on cross-trade cargoes.** Report gross freight and/or charter revenue earned in cross-trade, i.e., for carrying cargoes from one foreign port to another. Enter cross-trade revenue under country of destination of the cargo. Exclude cargoes carried for U.S. Department of Defense. Earnings on cargo inbound for in-transit shipment through the United States or for transshipment, should be included here. If earnings on such shipments cannot be separated from other earnings on inbound cargo they may be reported in column (g) and so noted.

**Column (d)—Charter hire and space leasing payments to foreign residents.** Report charter hire and space leasing payments to foreign residents (specify foreign residents by country) for outbound and/or cross-trade voyages. Exclude payments made for inbound voyages. Report charter hire payments for vessels leased with crew from foreign residents. Exclude payments for vessels leased without crew (operated by you). Report space leasing payments for space leased on vessels operated by foreign residents. Include payments to foreign subsidiaries or branches of U.S. companies whether the payments are made abroad or in the United States. Exclude payments to U.S. residents including those holding vessels directly under foreign registry. If charter hire is reported net of expenses paid by you for the owner's account, such expenses, if incurred abroad, should be reported in column (f). Payments for cargo containers, under charter hire, lease or rental arrangements with foreigners, should be reported in this column.

**Column (e)—Charter hire and space leasing revenue from foreign residents.** Report charter hire and space leasing revenues received from foreign

**3. Irregular**—Vessels engaged in carriage of dry cargo operating on an irregular or unscheduled basis.

**4. Tanker (dry cargo)**—Tankers engaged in carriage of dry cargo.

**5. Tanker (liquid cargo)**—Tankers engaged in carriage of liquid cargo

**Exemption**—A U.S. person otherwise required to report is exempted from reporting if total annual covered revenues (columns (a), (c), and (e)) and total annual covered expenses (columns (d) and (f)) are, or are expected to be, each less than \$500,000. If either total covered revenues or total covered expenses are, or are expected to be, \$500,000 or more, a report must be filed.

**Where to send reports**—Return reports to U.S. Department of Commerce, Bureau of Economic Analysis, Balance of Payments Division (BE-58), Washington, DC 20230 or file reports electronically using the Automated Survey Transmission and Retrieval (ASTAR) system. For more information on the ASTAR system, visit the Bureau's Web site <[www.bea.gov](http://www.bea.gov)>.

**Frequency**—A report must be filed for each calendar quarter within 50 days after the end of the quarter.

**Assistance**—For assistance in filing this report, call (202) 606-9589 or 606-9559 during office hours on Monday to Friday from 9:00 a.m. to 5:00 p.m. eastern time.

**United States**—Includes the 50 States, the District of Columbia, Puerto Rico, and U.S. possessions and territories.

**Foreign countries**—Consists of all other countries and areas.

residents (specify foreign residents by country) for inbound and/or cross-trade voyages. Exclude revenues received for outbound voyages. Report charter hire revenue for vessels that were leased with a crew to foreign residents. Exclude revenue from vessels that were leased without a crew and that were operated by the lessee. Report space leasing revenue for space leased to foreign residents. The term "foreign residents" includes subsidiaries and branches of U.S. companies abroad. If charter hire receipts are net of expenses paid by the foreign residents for respondent's account, these expenses, even if incurred abroad, should not be reported in column (f). Receipts for cargo containers, under charter hire, lease or rental arrangements with foreigners, should be reported in this column.

**Column (f)—Expenses in foreign countries.** Report all expenses in foreign countries—such as fuel, stores, repairs, stevedoring, harbor fees, canal tolls, agents' commissions, etc.—in connection with both passenger and freight operations whether inbound, outbound, or on voyages between foreign ports. Include advances in foreign ports of wages to crew members. Include expenses incurred in foreign countries but paid for in the United States, e.g., fuel laden abroad for which payment is made to oil companies in the United States. (If these expenses are combined with fuels laden in U.S. ports in the respondent's records, reasonable estimates for the portion of expenses for fuels laden in foreign ports may be submitted.) Include foreign expenses incurred by respondent for own account on cargoes carried for the U.S. Department of Defense. Do not include hull and machinery, protection and indemnity, and other insurances premiums paid to foreign insurers directly or through their domestic agents. Foreign expenses may be reported in the period in which they are entered in the home office books, instead of the period in which they were actually made, if such a procedure is more convenient. If a vessel is chartered from a U.S. resident, expenses abroad paid directly by respondent should be included in this item. The U.S. resident from whom the vessel is chartered should separately report the expenses that were incurred abroad and that were paid directly by the resident.

**Column (g)—Revenues on inbound cargo.** Report gross freight revenue and charter revenue earned for carrying imports into the United States. Report global total only if country of origin of imports is not known. If earnings on inbound transit and transshipment cargoes cannot be separated and reported in column (c), they should be included here and so noted. Industrial concerns operating vessels for their own account should report charges made for the cost of importing.

**Column (h)—Inbound cargo shipping weight.** Report inbound cargo shipping weight in long tons of 2,240 pounds on which the revenues that were reported in column (g) were earned.