

U.S. DEPARTMENT OF COMMERCE  
Economics and Statistics Administration  
U.S. CENSUS BUREAU



FORM  
**SA-4849(B)**  
(11-7-2002)

**2002 BUSINESS EXPENSES SURVEY**

**QUINQUENNIAL SUPPLEMENT TO THE 2002 SERVICE ANNUAL SURVEY**

**TRUCKING AND WAREHOUSING**

**DUE DATE**

Any questions call  
**1-800-772-7851**

Complete this form and  
**RETURN TO**

**U.S. CENSUS BUREAU**  
1201 East 10th Street  
Jeffersonville, IN 47132-0001  
FAX 1-800-447-4613

**YOUR RESPONSE IS REQUIRED BY LAW.** Title 13, United States Code, requires businesses and other organizations that receive this questionnaire to answer the questions and return the report to the U.S. Census Bureau. By the same law, **YOUR REPORT IS CONFIDENTIAL.** It may be seen only by persons sworn to uphold the confidentiality of Census Bureau information and may be used only for statistical purposes. Further, copies retained in respondents' files are immune from legal process.

**In correspondence pertaining to this report, please refer to the identification number (ID) represented by the first 14 digits shown to the left in the label below.**

*(Please correct any error in name, address, and ZIP Code)*

**REPORTING INSTRUCTIONS — See also separate instruction sheet enclosed.**

This report is a supplement to your 2002 Service Annual Survey report form and should cover the same trucking, courier, and public warehousing locations. Please read all instructions and complete all items. Report data for the same 2002 reporting period as on your annual survey report form. Except for payroll and contributions for employee benefits, report data for operating expenses incurred during the reporting period, even though payment may have been made at a later date. If book figures are not available or easily accessible, **carefully prepared estimates are acceptable.**

**Item 1 NUMBER OF TRUCKING, COURIER, AND PUBLIC WAREHOUSING LOCATIONS ON DECEMBER 31, 2002**

Enter the total number of trucking, courier, and public warehousing locations covered by this report, including support facilities (such as headquarters, central administrative offices, garages, and warehouses) servicing these establishments; or copy from your 2002 Service Annual Survey report.

**Number**

102

**HOW TO REPORT DOLLAR FIGURES**

Value figures may be reported in dollars or rounded to thousands.  
Example: If a figure is **\$1,179,125,628** report

• Preferred .....  
Acceptable .....

Bil- lions (000)	Mil- lions (000)	Thou- sands (000)	Dol- lars (000)
<b>1</b>	<b>179</b>	<b>125</b>	<b>628</b>
1	179	126	000

**Item 2 OPERATING EXPENSES IN 2002, INCLUDING PAYROLL, EXCLUDING INTEREST**

**EMPLOYEE COMPENSATION**

**2a. TOTAL ANNUAL PAYROLL IN 2002, BEFORE DEDUCTIONS**

**Include**

Full- and part-time employees working for this company whose payroll was reported on Internal Revenue Service Form 941, Employer's Quarterly Federal Return, and filed under this company's Employer Identification Number(s) (EIN(s)).

**Exclude**

- Full- and part-time employees whose payroll was filed under a leasing company's EIN, but for whom you maintain day-to-day control of their activities (such as hiring/firing decisions, determining base pay rates, and selecting benefits options).
- Temporary staffing obtained from a temporary help service.

Key	Bil.	Mil.	Thou.	Dol.
202				

**PLEASE CONTINUE ON NEXT PAGE**

**Item 2 OPERATING EXPENSES IN 2002, INCLUDING PAYROLL, EXCLUDING INTEREST - Continued**

**EMPLOYEE COMPENSATION - Continued**

**2b. EMPLOYER'S COST FOR FRINGE BENEFITS IN 2002**

For employees included in above payroll, include employer's cost for *legally required* programs actually paid during the year, such as Social Security, workman's compensation insurance, unemployment tax, and state disability insurance programs; and employer's cost for programs *not required by law* such as pension plans, stock purchase plans, union-negotiated benefits, life insurance benefits, and insurance premiums on hospital and medical plans.

Key	Bil.	Mil.	Thou.	Dol.
204				

**2c. CONTRACT LABOR**

Contract employees are persons who are not on your payroll but are supplied through a contract with another company to perform specific jobs (e.g., temporary help, leased employees); your company provides day-to-day supervision. Thus, security and janitorial personnel are excluded if supervised by the supplying firm.

Did this firm purchase contract labor services in 2002?

205 1  Yes - Report amount →  
2  No

206				
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**PURCHASED MATERIALS AND SUPPLIES FOR OWN USE, NOT FOR RESALE**

**2d. EXPENSED COMPUTER-RELATED SUPPLIES, including hardware and pre-packaged software**

Did this firm purchase any computer-related equipment or supplies that were expensed?

301 1  Yes - Report amount →  
2  No

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**2e. PURCHASED PACKAGING AND CONTAINERS**

Did this firm purchase containers or materials used in packaging in 2002?

303 1  Yes - Report amount →  
2  No

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**2f. INDUSTRY SPECIFIC MATERIALS, PARTS, AND SUPPLIES, FOR OWN USE**

Did this firm purchase materials, parts, and supplies specific to your kind of business in 2002 for your own use?

305 1  Yes - Report amount →  
2  No

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Describe and report the two largest types.

307	
309	

Report amounts →

Key	Bil.	Mil.	Thou.	Dol.
308				
310				

**Do not combine** entries for lines d, e, f, and g. If records are not available, reasonable estimates are acceptable.

**2g. OTHER MATERIALS, PARTS AND SUPPLIES PURCHASED FOR OWN USE, not separately listed above**

Did this firm purchase office and janitorial supplies; small tools; and other expensed equipment, parts and supplies in 2002 for your company's own use?

311 1  Yes - Report amount →  
2  No

Key	Bil.	Mil.	Thou.	Dol.
312				

**COST OF UTILITIES AND MOTOR FUEL**

**2h. PURCHASED ELECTRICITY**

In 2002, was electricity (1) purchased for any locations by this firm, or (2) included only in lease payments, rent, or other fee?

401 1  Purchased - Report amount →  
2  Included only in lease, rent, or other fee

402				
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**2i. PURCHASED FUELS, except motor**

In 2002, was fuel for heating, power, or generating electricity (1) purchased for any locations by this firm, or (2) included only in lease payments, rent, or other fee?

403 1  Purchased - Report amount →  
2  Included only in lease, rent, or other fee  
3  Not applicable

404				
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**2j. COST OF PURCHASED FUELS FOR TRUCKS, TRUCK-TRACTORS, AND OTHER MOTOR VEHICLES**

In 2002, did this firm purchase any motor vehicle fuels?

405 1  Yes - Report amount →  
2  No

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**PLEASE CONTINUE ON NEXT PAGE**

IF NOT SHOWN, PLEASE ENTER YOUR ID NUMBER FROM THE ADDRESS LABEL ON PAGE 1.

ID number

**Item 2 OPERATING EXPENSES IN 2002, INCLUDING PAYROLL, EXCLUDING INTEREST — Continued**

**UTILITIES COSTS - Continued**

**2k. WATER, SEWER, REFUSE REMOVAL AND/OR TREATMENT, including hazardous waste; and other purchased utilities, except communication**

In 2002, were any of these utilities (1) purchased for any locations by this firm, or (2) included only in lease payments, rent, or other fee?

- 407 1  Purchased - Report amount →  
2  Included only in lease, rent, or other fee

Key	Bil.	Mil.	Thou.	Dol.
408				

**PURCHASED SERVICES**

**2l. PURCHASED TRANSPORTATION, SHIPPING, AND WAREHOUSING SERVICES, including postage costs**

Did this firm purchase postage, shipping or delivery services, or warehousing or storage in 2002? Include rented or leased transportation with or without drivers. Exclude the cost of shipping using your own vehicles and employees.

- 501 1  Yes - Report amount →  
2  No

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**2m. PURCHASED REPAIR AND MAINTENANCE SERVICES**

Did this firm purchase from other firms in 2002 repair and maintenance services which were NOT capitalized?

- 503 1  Yes - Complete lines (1), (2), (3), and (4)  
2  No - SKIP to item 2n

(1) Repairs and maintenance to buildings, structures, offices, and their integral parts (elevators, etc.)

504

(2) Repairs and maintenance to trucks, truck-tractors, trailers, and other motor vehicles

508

(3) Repairs and maintenance to other machinery and equipment

510

**Do not combine.**  
If records are not available, reasonable estimates are acceptable.

**(4) TOTAL cost of purchased repair and maintenance services in 2002**  
Sum of lines (1) through (3) →

Key	Bil.	Mil.	Thou.	Dol.
512				

**2n. PURCHASED PRINTING SERVICES**

Did this firm incur any expenses for purchased or contracted printing services in 2002?

- 513 1  Yes - Report amount →  
2  No

514				
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**2o. PURCHASED ADVERTISING AND PROMOTIONAL SERVICES**

Did this firm purchase advertising, promotional, marketing, or public relations services in 2002?

- 515 1  Yes - Report amount →  
2  No

516				
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**2p. PURCHASED LEGAL SERVICES**

Did this firm purchase any legal services from other firms in 2002? Exclude salaries paid to your own employees for legal services.

- 517 1  Yes - Report amount →  
2  No

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**2q. PURCHASED ACCOUNTING, AUDITING, AND BOOKKEEPING SERVICES**

Did this firm purchase any of these services from others in 2002? Exclude salaries paid to your own employees for such services.

- 519 1  Yes - Report amount →  
2  No

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**2r. PURCHASED MANAGEMENT CONSULTING, ADMINISTRATIVE SERVICES AND OTHER PROFESSIONAL SERVICES not elsewhere specified**

Report legal services on line 2p and accounting services on line 2q.

Did this firm purchase any of these services from others in 2002?

- 521 1  Yes - Report amount →  
2  No

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**2s. PURCHASED COMMUNICATIONS SERVICES**

Did this firm purchase communications services in 2002?

- 523 1  Yes - Complete lines (1), (2), and (3)  
2  No - SKIP to item 2t

(1) Cost of computer-related communications Include Internet, connectivity, and online services.

524

(2) Cost of telephone, cellular phones, FAX, and other communications services

526

**Do not combine.**  
If records are not available, reasonable estimates are acceptable.

**(3) TOTAL cost of purchased communications services in 2002**  
Sum of lines (1), and (2) →

Key	Bil.	Mil.	Thou.	Dol.
528				

PLEASE CONTINUE ON NEXT PAGE

**Item 2 OPERATING EXPENSES IN 2002, INCLUDING PAYROLL, EXCLUDING INTEREST — Continued**

**PURCHASED SERVICES - Continued**

**2t. PURCHASED COMPUTER SERVICES, excluding communications costs specified above**

Did this firm purchase any computer-related services from other firms in 2002?

529 1  Yes - Complete lines (1), (2), and (3)  
2  No - SKIP to item 2u

(1) Cost of custom coded software (expensed) including adaptation of off-the-shelf software

(2) Cost of system support design and services including web design

(3) Cost of data processing and other purchased computer services, except communications

Key	Bil.	Mil.	Thou.	Dol.
530				
532				
534				

**OTHER OPERATING EXPENSES**

**2u. LEASE AND RENTAL PAYMENTS**

Did this firm make lease or rental payments in 2002?

601 1  Yes - Complete lines (1), (2), and (3)  
2  No - SKIP to item 2v

(1) Land, buildings, structures, store space, and offices

(2) Machinery, equipment, and other items, excluding computer software

(3) TOTAL lease and rental payments in 2002 - Sum of lines (1) and (2)

Key	Bil.	Mil.	Thou.	Dol.
602				
604				
608				

**Do not combine.**  
If records are not available, reasonable estimates are acceptable.

**2v. COST OF INSURANCE, including business-related premiums, such as liability and excluding costs included with employee fringe benefits**

Did this firm purchase business-related insurance in 2002?

609 1  Yes - Report amount  
2  No

**2w. TAXES AND LICENSE FEES, excluding income, sales, payroll, and excise taxes**

Did this firm make any payment in 2002 to government agencies for taxes, including real property taxes and tobacco and liquor stamps, and license fees (such as business license fees)?

611 1  Yes - Report amount  
2  No

**2x. DEPRECIATION AND AMORTIZATION CHARGES**

Did this firm record any depreciation and amortization charges in 2002?

613 1  Yes - Report amount  
2  No

**2y. OTHER OPERATING EXPENSES EXCLUDING ITEMS PURCHASED FOR RESALE, TAXES, AND INTEREST IN 2002 - Report amount**

Describe and report the amount for the largest type.

619

Report amount →

Key	Bil.	Mil.	Thou.	Dol.
620				

**2z. TOTAL**

**2002 OPERATING EXPENSES, INCLUDING PAYROLL, EXCLUDING INTEREST**  
Sum of item 2 expenses in right-most column above, lines 2a-2y.  
See separate instruction sheet.

Key	Bil.	Mil.	Thou.	Dol.
622				

**Item 3 INTEREST EXPENSE**

Did this firm incur any noncapitalized interest expense in 2002, except for intracompany payments (paid to company divisions, subsidiaries, etc.)? Do NOT include this amount in the operating expenses item above.

615 1  Yes - Report amount  
2  No

Key	Bil.	Mil.	Thou.	Dol.
616				

**EXPLANATIONS** - Please use this space or attach a sheet for any explanations that may be essential in understanding your reported data.

**Item 4 CERTIFICATION** - This report is substantially accurate and has been prepared in accordance with instructions.

Name and title of person to contact regarding this report -  
Print or type

Address - Number and street, city, State, ZIP Code

901	905	903
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907	Area code	Number	Extension	909	Area code	Number
Telephone				Fax		

911	E-mail address	913	Date completed	Month	Day	Year
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