DETAILED COST OF MATERIALS, PARTS, AND SUPPLIES

General - The materials, parts, and supplies listed below are those commonly consumed in the manufacture, processing, or assembly of the products listed in ②. Please review the entire list and report separately each item consumed. Leave blank if you do not consume the item. If you use materials, parts, and supplies that are not listed, describe and report them in the "Cost of all other materials . . . " at the end of this section. If you consumed less than \$25,000 of a listed material, include the value with "Cost of all other materials . . . " Census material code 009700 99.

Report materials, parts, and supplies purchased, transferred from other plants of your company, or withdrawn from inventory.

If quantities are requested, please use the unit of measure specified.

If the information as requested cannot be taken directly from your book records, REASONABLE ESTIMATES ARE ACCEPTABLE.

Valuation of Materials Consumed - The value of the materials, etc., consumed should be based on the delivered cost; i.e., the amount paid or payable after discounts and including freight and other direct charges incurred in acquiring the materials.

Materials received from other plants within your company should be reported at their full economic value (the value assigned by the shipping plant, plus the cost of freight and other handling charges).

If purchases or transfers do not differ significantly from the amounts actually put into production, you may report the cost of purchases or transfers. However, if consumption differs significantly from the amounts purchased or transferred, these amounts should be adjusted for changes in the materials and supplies inventories by adding the beginning inventory to the amount purchased or transferred and subtracting ending inventory.

Contract Work -

a. MATERIALS OWNED BY THIS ESTABLISHMENT AND PROCESSED ON A CONTRACT BASIS BY ANOTHER ESTABLISHMENT - If you own oils which were processed for you on a contract basis at other locations, do not include any data for such processing in this report (specifically **©**, **(0**, and **②**).

b. MATERIALS RECEIVED FROM OTHERS FOR PROCESSING ON A CONTACT BASIS - If you received oils from others for processing on a contract basis, report the nearest approximation to their commercial cost value in **©**, line A5 and **©**. Report the estimated value of these products, f.o.b. plant, in **②**.

Resales - Cost for products bought and sold or transferred from other establishments of your company and sold without further manufacture, processing, or assembly should be reported in **©**, line A2, not in **①**. The value of these products shipped by this establishment should be reported in **②** under Census product code 999890 0000, "Resales."

Special Instructions -

Include on lines through 12 only those quantities of materials which you purchased or received from sources other than petroleum refineries or lube manufacturers.

Quantities and cost of materials received from petroleum refineries or lube manufacturers should be included on line 17.

	Π_{0}	_		OF!								
No.	Materials, parts, and supplies DO NOT USI	TIO Centu	Oat Raf	PO	R	ons Hater	umption ials recei	of purd ved fro of your	hased in othe compa	mater r esta ny	ials ar ıblishr	nd of ments
Line N	Naterials, parts, and supplies USI	d	ode	quantitie	es	Qu	antity	Cost,	includii (frei	ng de ight-ir	livery า)	cost
								\$ Bil.	M	il.	The	ou.
	0634	0630		0636		0632		0631				
	Crude petroleum			↑								
1	Domestic, including lease condensate	211	111 02									
2	Foreign	009	998 30	1000 bk	ol _							
3	Foreign unfinished oils (received from foreign countries for further processing)	009	998 27									
4	Coal used in the production of coke	212	110 01	short to	ns							

CONTINUE WITH TO ON PAGE 9

· ·			Unit of	Consumption materials rece	ived fron	nased mater n other esta company	rials and of ablishment
Line No.	Materials, parts, and supplies	Census material code	measure for quantities	Quantity	Cost, ii	ncluding de (freight-i	-
	0634	0630	0636	0632	\$ Bil.	Mil.	Thou.
	Natural gas liquids		<u></u>				
5	Butane, at least 80 percent purity (C_4)	211112 03					
6	Natural gasoline, and isopentane	211110 02					
	Other natural gas liquids, including plant condensate (Specify kind)	21111002	1000 bbl				
7		211112 04					
8	Toluene and xylene (100 percent basis)	320000 14					
9	Additives, excluding animal and vegetable oils	325998 18	\				
10	Fats and oils, all types, purchased	311000 12	1000 lb				
11	Sodium hydroxide (caustic soda) (100 percent NaOH)	325181 07	short tons				
12	Sulfuric acid, excluding spent acid (100 percent $\rm H_2SO_4)$	325188 05	January 1911				
13	Chemical catalytic preparations	325188 25			,		' '
	Containers						
14	Plastics	326199 29					
15	Metal	332400 00					
16	Paper and paperboard containers	322200 05					
17	Cost of materials received from petroleum refineries and lube manufacturers	324100 07	1000 bbl				
18	Cost of all other materials and components, parts, containers, and supplies consumed (Specify the principal materials, etc., included in this value.)	009700 99			_		1 1
10		003700 33					
19 1 8	TOTAL (Should equal total reported in 1 , line A1) Not Applicable.	771000 00					

		PERATION ALL that apply.)
		Method of operation of this establishment during 2007
0620	476	Petroleum refining
,	478	Producing petrochemicals from feedstocks purchased or transferred from other establishments. (Petrochemical products are shown in ②, lines 16-21.)
4	480	Blending and compounding lubricants, other than in refineries
4	482	Re-refining or reclaiming used oils by a distillation process
4	484	Operating natural gasoline, cycle condensate, or natural gas liquids fractioning plant
4	486	Other types of operation (such as producing packaged fuel, fuel briquettes, etc.) (Specify kind.)
0621		
and 6	N	ot Applicable

DETAIL OF SALES, SHIPMENTS, RECEIPTS, OR REVENUE

General - The manufactured products and services listed below are generally made in your industry. If you make products that are not listed, describe and report them in the "All other products made in this establishment" section at the end of 🕰 PLEASE DO NOT COMBINE PRODUCT LINES.

If quantities are requested, please use the unit of measure specified.

If the information as requested cannot be taken directly from your book records, REASONABLE ESTIMATES ARE ACCEPTABLE.

Include in this section any material received, processed, or shipped from this establishment for the account of other establishments. Include also as shipments oils produced at this establishment and transferred to other establishments. However, do not include as shipments the oils produced for this establishment at another establishment.

See "Supplemental Instructions" for products to be included on specific product lines.

Valuation of Products - Report the value of the products shipped and services performed at the net selling value, f.o.b. plant to the customer; i.e., after discounts and allowances, and exclusive of freight charges and excise taxes.

If you transfer products to other establishments within your company, you should assign the full economic value to the transferred products; i.e., include all direct costs of production and a reasonable proportion of all other costs and profits

Contract Work -

MATERIALS OWNED BY THIS ESTABLISHMENT AND PROCESSED ON A CONTRACT BASIS BY ANOTHER ESTABLISHMENT - If you own oils which were processed for you on a contract basis at other locations, do not include any data for such processing in this report (specifically **15**, **16**, **22**).

MATERIALS RECEIVED FROM OTHERS FOR PROCESSING ON A CONTRACT BASIS - If you received oils from others for processing on a contract basis, report the nearest approximation to their commercial cost value in 📵 and 🛈 Report the estimated value of these products, f.o.b. plant, in 2.

Resales - Do not report on the specific product lines those PRODUCTS BOUGHT AND SOLD OR TRANSFERRED FROM OTHER ESTABLISHMENTS OF YOUR COMPANY AND SOLD WITHOUT FURTHER MANUFACTURE. Report only a value under Census code 999890 0000, "Resales.

Detailed Data Reported Elsewhere - Items denoted by an asterisk (*) require totals for groups of products covered in the more frequent Current Industrial Reports (CIR). If you report on the CIR forms, the sum of the detailed CIR products should equal the total reported on this census form.

Manufacturing Activities to be Included - Separate reports should be prepared for each petroleum refinery, including associated lube, wax, asphalt, etc., departments, and each plant primarily engaged in blending or compounding lubricants or in re-refining or reclaiming used oils. Include activities of topping plants. Do not include nonmanufacturing activities, such as oil- and gas-well operations, activities of natural-gasoline, cycle-condensate, or natural-gas liquids fractionating plants, transportation by pipelines or other methods, bulk stations, distributing terminals, filling stations, etc.

Special Reporting Instructions and Definitions -

For items which there may be some doubt, the following statements may be helpful in indicating the lines on which they should be reported -

CONTINUE WITH 29 ON PAGE 11



If not shown, please enter your 11-digit Census File Number (CFN) from the mailing address.



DETAIL OF SALES, SHIPMENTS, RECEIPTS, OR REVENUE - Continued

Lines 1 through 4 - Include all finished gasolines, finished base stocks, and blending agents, such as: alkylate, polymers (dimer, codimer, etc.), hydropolymers (hydrodimer, hydrocodimer, etc.), cumene, isopentane, isohexane, neohexane, isoheptane, iso-octane, motor benzol (Benzene), and other blending agents derived from petroleum (exclude natural gasoline).

Line 6 - Include range oil, signal oil, mineral seal oil, mimeral colza oil, long-time burning oil, 300-degree oil, and insectcide base.

Lines 12 and 14 - Include greases for aviation, automotive, industrial, and railroad uses; launching grease; and cutting, drawing, and grinding compounds and paste. Also include paste rust-preventive compounds and thread compounds.

Line 15 - Include such products as cracking stock, naphtha stocks, slops, wax distillate, and other unfinished petroleum oils. Also, include light, medium neutral, heavy neutral, and residual stocks.

Line 16 - Include flux for paving, roofing, waterproofing, mastic, and other purposes; cutback asphalt; emulsified asphalt and fluxes; and other liquid asphaltic products except road oil and fuel oil used for heating purposes.

Lines 17 through 20 - Include ethane, propane, butane, butene, propane-butane mixtures, propadiene, pentane, butadiene, and other liquefied hydrocarbon gases.

	butagiene, and other liquetied hydrocarbon gases.						
	Products and services		Unit of	Products		and other r	
Line No.	*Items correspond to products reported on Current Industrial Reports (CIR)	Census product code	measure for quantities	Quantity		/alue, f.o.b.	
Lin	<u> </u>	<u> </u>	<u> </u>		\$ Bil.	Mil.	Thou.
	0734	0730	0736	0732	0731		
	Gasoline, including finished stocks and blending agents		1			1 1	
1	Aviation gasoline, excluding jet fuel	324110 1111					
	Motor gasoline						
2	Regular grade	324110 1122					
3	Mid-premium grade	324110 1123					
4	Premium grade	324110 1124					
5	Jet fuel, all types	324110 4100					
6	Kerosene, excluding jet fuel	324110 7100					
	Light fuel oils						
7	Distillate fuel oil, including grades No. 1, 2, light diesel type, light gas-enrichment oils, etc.	324110 A111	1000 bbl 				
8	No. 4 type fuel oil	324110 A121				1 1	
	Heavy fuel oils						
9	Grades No. 5, 6, heavy diesel-type, heavy gasenrichment oils, etc.	324110 D105			,	1 1	
10	Bio-diesel fuels made by refining petroleum and blending with vegetable-based bio-diesel	324110 D106					1 1
	Lubricating oils and greases						
	Made in a refinery						
11	Lubricating and similar oils, including hydraulic fluids, quenching and cutting oils, transformer oils, and liquid rust preventives.	324110 G111				1 1	
12	Lubricating greases	324110 G121					

CONTINUE WITH @ ON PAGE 12

22	DETAIL OF SALES, SHIPMENTS, RECEIPTS, OR REVE	NUE - Continue	d				
0.	Products and services	Census product	Unit of			and other r	
Line No.	*Items correspond to products reported on Current Industrial Reports (CIR)	code	measure for guantities	Quantity		alue, f.o.b.	i
늘	0734	0730	0736	0732	\$ Bil.	Mil.	Thou.
	Lubricating oils and greases - Continued	0,00	1000 bbl	0702	0701		
	Not made in a refinery						
	Lubricating and similar oils, including						
13	hydraulic fluids, quenching and cutting oils, transformer oils, and liquid rust preventives	324191 0111					
4	Lubricating greases	324191 0121					
15	Unfinished oils and lubricating oil base stock, including naphtha and other unfinished oils for use as petrochemical feedstocks, carbon black feedstock, naphthenic, paraffnic, and lubricating oil petroleum-base bright stock, neutral stock, and red and pale oils.	324110 J100	1000 bbl				
16	Asphalt, paving and roofing grade	324110 M100] ↓				
	Liquefied refinery gases, including other aliphatics (feed stock and other uses)						
17	Made in a refinery Chemical raw material, including synthetic rubber components	324110 P111				1 1	1 1
	Other uses (Specify use)						
18		324110 P121					
19	Made from purchased refinery products Chemical raw material, including synthetic rubber components	325110 4111				1 1	
	Other uses (Specify use)						
20		325110 4121			Ċ		
	Aromatics made from purchased refinery products					1 1	1 1
21	Chemical raw material	325110 1111					
	Other uses (Specify use)						
22		325110 1121					
	Other finished petroleum products, including waxes						
23	Petrolatum	324110 T111					
24	Petrolatum coke	324110 T121					
25	Calcined petroleum coke, made in a refinery	324110 T131					
26	Road oil	324110 T141					
27	Still gas	324110 T151					
28	Special naphthas	324110 T161					
	CONTINUE	WITH ② ON PAGE	E 13				

If n Nu	ot shown, please enter your 11-digit Census File mber (CFN) from the mailing address.						
22	DETAIL OF SALES, SHIPMENTS, RECEIPTS, OR REVE	NUE - Continue	t				
lo.	Products and services	Census product	Unit of	Products		and other r	
Line No.	*Items correspond to products reported on Current Industrial Reports (CIR)	code	measure for quantities	Quantity	\$ Bil.	alue, f.o.b. Mil.	Thou.
	0734	0730	0736	0732	0731		
	Other finished petroleum products, including waxes - Continued						
	Aromatics, made in a refinery (benzene,						
	toluene, xylenes, etc.)					1 1	1 1
29	Chemical raw materials	324110 T171					
	Other uses (Specify use)						
							1 1
30		324110 T181					
	Wax, made in a refinery (For waxes not made in a refinery see lines 40 and 41.)		Ī				
	·					T T	1 1
31	Microcrystalline	324110 T191					
	Crystalline						
32	Fully refined	324110 T1A1				1 1	1 1
	Other (Specify kind) 7		1000 bbl				
33		324110 T1B1					
	Other finished petroleum products made in a						
	refinery (Specify kind)						
34		324110 T1C1				1 1	l l
34		324110 1101	V				
	Coke oven products, not made in steel mills					1 1	1 1
35	Coke, excluding screenings and breeze	324199 1111					
36	Screenings and breeze	324199 1121					
37	Crude tar	324199 1131					
38	Cond-links -il	224100 1141					
30	Crude light oil	324199 1141					
	Other coke oven products, including tar derivatives, ammonia, light oil derivations, and						
	coke oven gas (Specify Kind)						
39		224100 1151					
33		324199 1151					
	Products of petroleum and coal Wax, not made in a refinery						
40		20.44.00.0004					l l
40	Crystalline	324199 2221					
41	Microcrystalline	324199 2211					
42	Calcined petroleum coke, but not made in a refinery	324199 2131					
		WITH ② ON PAGE	<u> 14</u>				

22	DETAIL OF SALES, SHIPMENTS, RECEIPTS, OR REVI	ENUE - Continue	k				
· ·	Products and services		Unit of	Products		and other r	· ·
Line No.	*Items correspond to products reported on Current Industrial Reports (CIR)	Census product code	measure for quantities	Quantity		alue, f.o.b.	
Ë	0734	0730	0736	0732	\$ Bil.	Mil.	Thou.
	Products of petroleum and coal - Continued	0730	0/36	0/32	0/31		
	Bio-diesel fuels made from blending purchased					1 1	1 1
43	petroleum with vegetable-based bio-diesel	324199 2231	1000 bbl			1 1	1 1
	Other petroleum and coal products, including						
امما	packaged fuel and fuel briquettes, and	004400 0054			1	1 1	1 1
44	petroleum pitches (Specify kind)	324199 2251					
45	Cyclic (coal tar) intermediates	325192 1100				1 1	1 1
	Other synthetic argenic chemicals (Specific kind)						
	Other synthetic organic chemicals (Specify kind)						
					1		l I
46		325199 R100					
	 Miscellaneous end-use chemicals and chemical					I I	I I
47	products, excluding urea	325199 T100					
	Bulk surface active agents, excluding surface active						
48	agents produced or purchased and sold as active ingredients in formulated products	325613 0241			'		
		525515 5241					
	Sulfuric acid (Corresponds to value of shipments on CIR MQ325B, Fertilizers and Related Chemicals,						1 1
49	2007)*	325188 1100					1 1
	Other inorganic aluminum compounds						
	(Corresponds to value of shipments on CIR						
	MQ325A, Inorganic Chemicals, 2007)* (Specify kind) ⊋						
	inna, p						
l							l l
50		325188 7100					
	Chemical catalytic preparations, excluding silica gel	005400 0400				1 1	1 1
51	catalyst	325188 D100					
	All other products made in this establishment -						
	Specify and report each product with sales value of \$50,000 or more that cannot be assigned to						
	one of the "listed products and services". For all						
	remaining products, write "Other" and report a single total value.						
	Š	18				I I	I I
52							
53		26					
		34					
54							
55		42					
		59					
56							
57		67					
 		,					
	Contract work - Receipts for work done for others on their materials (Specify products worked on and						
	kind of work)						
	,						
58		930000 0000			'	1 1	1 1
F	CONTINUE	930000 0000 WITH 	= 15				
	CONTINUE	. VVII II 👑 UN PAGE	10				

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22	DETA	IL OF	SAL	ES, SHIPMENTS, RECEIPTS, OR REVE	ENUE - Co	ntinue	b						
				Products and services			Unit	of	Pı	roducts	shipped	and other	receipts
	*Ite	ms c	rresp	ond to products reported on Current	Census product measure t		for	Ou	antity	\ \	/alue, f.o.b.	plant	
_				Industrial Reports (ĊIR)			quantit	ies		arrency	\$ Bil.	Mil.	Thou
	0734				0730		0736		0732		0731		
				of products bought and sold									
				manufacture, processing, or ost of such items should be								1 1	I
	report	ed in	1 0, 1	ne A2.)	999890	0000							
ı	work.	ianec sales	of so	eceipts, including receipts for repair erap and refuse, etc.	999800	0000							
	1 ′			•									
	TOTA	L (St	ould	equal total reported in 😏)	770000	0000						1 1	
3)- 25 N	lot A	pplic	able.									
		A I I I I	10111	DIEC.									
ن	SPECI	AL II	IQUI	NIES									
	01	HER	EST/	ABLISHMENT ACTIVITIES									
	1.	Did	this e	establishment design, engineer, or fo	rmulate th	e man	ufacture	d pro	ducts	that it	sold, p	roduced,	or
		ship	ped?										
		0318		Yes									
		0319	П	No									
		55.5											
	2.	Whi	ch of	the following best describes this esta	ablishmen	t's prin	nary act	vity	(Mai	rk "X" c	only ON	E box.)	
				Duantidina a naturat usonofo storium a		-46							
		0362	ш	Providing contract manufacturing se	ervices for	otners	5						
		0363	П	Transforming raw materials or com	nonents ir	ito nev	v produ	ts th	at thi	s estah	lishmer	nt owns o	r
		0303		controls	pononton	110 1101	Produc	,	at tiii	o ootaa	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	11 000110 0	_!
			_										
		0364	Ш	Reselling goods manufactured by o	thers (with	ı or wi	thout m	inor	final a	assemb	oly)		
		0364	Ш	Reselling goods manufactured by o	thers (with	or wi	thout m	inor	final a	assemb	oly)		
		0364		,	thers (with	ı or wi	thout m	inor	final a	assemb	oly)		
				Reselling goods manufactured by o	thers (with	ı or wi	thout m	inor	final a	assemb	oly)		
				,	thers (with	ı or wi	thout m	nor	final a	assemb	oly)		
				,	thers (with	or wi	thout m	inor	final a	assemb	oly)		
	3.	0365	this	Other - Specify								er establis	hments
	3.	0365 0366 Did		,	ufacturing	servic	es from	othe	r com	npanies	or othe		hments
	3.	0365 0366 Did		Other - Specify	ufacturing	servic	es from	othe	r com	npanies	or othe		hments
	3.	0365 0366 Did		Other - Specify	ufacturing ponents th	servic at this	es from establis	othe hme	r com	npanies	or othe	?	hments
	3.	0365 0366 Did of y		Other - Specify postablishment purchase contract man ompany to process materials or com	ufacturing ponents th	servic at this	es from establis	othe hme	r com	npanies	or othe	?	hments
	3.	0365 0366 Did of y		Other - Specify postablishment purchase contract man ompany to process materials or com	ufacturing ponents th WITHIN th	servic at this e 50 Si	es from establis tates and	othe hme	r com nt ow Distr	npanies vns or c	or othe controls	? a	hments
	3.	0365 0366 Did of y		Other - Specify pestablishment purchase contract man ompany to process materials or com	ufacturing ponents th WITHIN th	servic at this e 50 Si	es from establis tates and	othe hme	r com nt ow Distr	npanies vns or c	or othe controls	? a	hments
	3.	0365 0366 Did of y		Other - Specify pestablishment purchase contract man ompany to process materials or com	ufacturing ponents th WITHIN th	servic at this e 50 Si	es from establis tates and	othe hme	r com nt ow Distr	npanies vns or c	or othe controls	? a	hments
		0365 0366 Did of y 0496 0497	our c	Other - Specify pestablishment purchase contract man ompany to process materials or com Yes, primarily with establishments of the stablishments of the stablishment of the stablishment of the stablishment of the stablishments of the stablishment of the stablishme	ufacturing ponents th WITHIN th	servic at this e 50 Si	es from establis tates and	othe hme	r com nt ow Distr	npanies vns or c	or othe controls	? a	hments
Đ		0365 0366 Did of y 0496	our c	Other - Specify pestablishment purchase contract man ompany to process materials or com Yes, primarily with establishments of the stablishments of the stablishment of the stablishment of the stablishment of the stablishments of the stablishment of the stablishme	ufacturing ponents th WITHIN th	servic at this e 50 Si	es from establis tates and	othe hme	r com nt ow Distr	npanies vns or c	or othe controls	? a	hments
Đ		0365 0366 Did of y 0496 0497	our c	Other - Specify pestablishment purchase contract man ompany to process materials or com Yes, primarily with establishments of the stablishments of the stablishment of the stablishment of the stablishment of the stablishments of the stablishment of the stablishme	ufacturing ponents th WITHIN th	servic at this e 50 Si	es from establis tates and	othe hme	r com nt ow Distr	npanies vns or c	or othe controls	? a	hments
Đ		0365 0366 Did of y 0496 0497	our c	Other - Specify pestablishment purchase contract man ompany to process materials or com Yes, primarily with establishments of the stablishments of the stablishment of the stablishment of the stablishment of the stablishments of the stablishment of the stablishme	ufacturing ponents th WITHIN th	servic at this e 50 Si	es from establis tates and	othe hme	r com nt ow Distr	npanies vns or c	or othe controls	? a	hments
Đ		0365 0366 Did of y 0496 0497	our c	Other - Specify pestablishment purchase contract man ompany to process materials or com Yes, primarily with establishments of the stablishments of the stablishment of the stablishment of the stablishment of the stablishments of the stablishment of the stablishme	ufacturing ponents th WITHIN th	servic at this e 50 Si	es from establis tates and	othe hme	r com nt ow Distr	npanies vns or c	or othe controls	? a	hments
Đ		0365 0366 Did of y 0496 0497	our c	Other - Specify pestablishment purchase contract man ompany to process materials or com Yes, primarily with establishments of the stablishments of the stablishment of the stablishment of the stablishment of the stablishments of the stablishment of the stablishme	ufacturing ponents th WITHIN th	servic at this e 50 Si	es from establis tates and	othe hme	r com nt ow Distr	npanies vns or c	or othe controls	? a	hments
Đ		0365 0366 Did of y 0496 0497	our c	Other - Specify pestablishment purchase contract man ompany to process materials or com Yes, primarily with establishments of the stablishments of the stablishment of the stablishment of the stablishment of the stablishments of the stablishment of the stablishme	ufacturing ponents th WITHIN th	servic at this e 50 Si	es from establis tates and	othe hme	r com nt ow Distr	npanies vns or c	or othe controls	? a	hments
Đ		0365 0366 Did of y 0496 0497	our c	Other - Specify pestablishment purchase contract man ompany to process materials or com Yes, primarily with establishments of the stablishments of the stablishment of the stablishment of the stablishment of the stablishments of the stablishment of the stablishme	ufacturing ponents th WITHIN th	servic at this e 50 Si	es from establis tates and	othe hme	r com nt ow Distr	npanies vns or c	or othe controls	? a	hments

Telephone

Internet e-mail address

Thank you for completing your 2007 ECONOMIC CENSUS form.

PLEASE PHOTOCOPY THIS FORM FOR YOUR RECORDS AND RETURN THE ORIGINAL.

Fax

Date completed

Month

Day

Year