

17 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Report materials, parts, and supplies purchased, transferred from other plants of your company, or withdrawn from inventory.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 - Include as materials consumed those you purchased for use by others making products for you under contract. Amounts paid to the companies doing the contract work should be reported in **16**, line A5, and should include freight in and out. On the other hand, materials owned by others but used at this establishment in making products for others under contract or on commission should be excluded.

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 **16**, line A2, not in **17**. The value of these products shipped by this establishment should be reported in **2** under Census product code 999890 0000, "Resales."

| Line No. | Materials, parts, and supplies | Census material code | Consumption of purchased materials and of materials received from other establishments of your company | | |
|----------|---|----------------------|--|------|-------|
| | | | Cost, including delivery cost (freight-in) | | |
| | | | \$ Bil. | Mil. | Thou. |
| 0634 | | 0630 | 0631 | | |
| 1 | Coated paper | 322220 00 | | | |
| | Uncoated paper | | | | |
| 2 | Sheets | 322121 09 | | | |
| 3 | Rolls | 322121 11 | | | |
| 4 | Paperboard (including news, chip, pasted, tablet, check, and binders' board) (excluding that used for shipping) | 322130 01 | | | |
| 5 | Printing inks | 325910 02 | | | |
| 6 | Looseleaf components (including ring-type), metal and plastic | 323118 10 | | | |
| 7 | Plastics film and sheet | 326100 01 | | | |
| 8 | Paperboard containers, boxes, and corrugated paperboard | 322210 01 | | | |

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

17 DETAILED COST OF MATERIALS, PARTS, AND SUPPLIES - Continued

| Line No. | Materials, parts, and supplies | Census material code | Consumption of purchased materials and of materials received from other establishments of your company | | |
|-----------|---|----------------------|--|------|-------|
| | | | Cost, including delivery cost (freight-in) | | |
| | | | \$ Bil. | Mil. | Thou. |
| 0634 | | 0630 | 0631 | | |
| 9 | Cost of all other materials and components, parts, containers, and supplies consumed (Specify the principal materials, etc., included in this value.) ↘ | 009700 99 | | | |
| | | | | | |
| | | | | | |
| 10 | TOTAL (Should equal total reported in 16, line A1) | 771000 00 | | | |

18-21 Not Applicable.

22 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 22. 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.

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.

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."

Special Reporting Instructions and Definitions -

Book Publishing - If you are the publisher of books being bound or printed and bound at this establishment, do not report these books on individual lines. Report such revenue on lines 22 through 27.

Book Jackets and Covers - Report printed book jackets on lines 22 through 27. Book covers not used to bind books in this establishment should be reported on line 9.

| Line No. | Products and services | Census product code | Products shipped and other receipts | | |
|----------|--|---------------------|-------------------------------------|------|-------|
| | | | Value, f.o.b. plant | | |
| | | | \$ Bil. | Mil. | Thou. |
| 0734 | | 0730 | 0731 | | |
| 1 | Blankbooks (excluding checkbooks and looseleaf types), including albums, time planners-organizers, ledger and account books, address books, etc., and refills | 323118 1100 | | | |
| 2 | Looseleaf binders, devices, inserts, and forms, including post binders, metals, and components and products specifically for use in looseleaf binders (excluding looseleaf filler paper) (Report looseleaf filler paper on line 20.) | 323118 3100 | | | |
| 3 | Checkbooks (including inserts and refills, but excluding those in continuous form and die-cut) | 323116 9100 | | | |

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

| Line No. | Products and services | Census product code | Products shipped and other receipts | | |
|-----------|--|---------------------|-------------------------------------|------|-------|
| | | | Value, f.o.b. plant | | |
| | | | \$ Bil. | Mil. | Thou. |
| 0734 | | 0730 | 0731 | | |
| 4 | Bookbinding and miscellaneous postpress work Edition, library, and other hardcover bookbinding of books printed elsewhere (<i>Binding of books printed by you should be reported separately as book printing and binding on lines 10 through 14.</i>) Edition binding (hardbound) Elementary, high school, and college textbooks, and technical, scientific, business, and professional books | 323121 1111 | | | |
| 5 | General consumer, trade, religious, reference, and all other books, including book club and direct mail (<i>Specify kind</i>) ↘ _____ | 323121 1119 | | | |
| 6 | Library binding, hardcover binding of periodicals and records, and other hardcover binding (excluding edition binding) | 323121 1226 | | | |
| 7 | Softcover, pamphlet, and other binding of books and materials printed elsewhere (excluding sample books) | 323121 5425 | | | |
| 8 | Receipts for binding of sample books, swatches, and cards (color, carpet, upholstery, drapery, etc.) | 323121 5531 | | | |
| 9 | Miscellaneous binding and postpress work, including collating, perforating, folding, gluing, die-cutting, gold or foil stamping, etc. (<i>Specify kind of work.</i>) ↘ _____ | 323121 7100 | | | |
| 10 | Book printing and binding Textbooks, including all grades (K through college and other post high school level), teachers' editions, workbooks, and standardized tests . . . | 323117 1600 | | | |
| 11 | Technical, scientific, and professional books | 323117 3100 | | | |
| 12 | Religious books | 323117 5100 | | | |
| 13 | General books, including book club, mail order, mass market, and other trade books for adults and juveniles (including toy and coloring books) . | 323117 7800 | | | |
| 14 | Other book printing and binding, including reference (encyclopedias, dictionaries, etc), university press, music, and all other books printed and bound (<i>Specify kinds of books.</i>) ↘ _____ | 323117 9100 | | | |
| 15 | Books, printing only, not bound | 323117 A100 | | | |
| 16 | Pamphlets, printing only or printing and binding (excluding advertising pamphlets) | 323117 C100 | | | |

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

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

| Line No. | Products and services | Census product code | Products shipped and other receipts | | | |
|-----------|--|---------------------|-------------------------------------|------|-------|--|
| | | | Value, f.o.b. plant | | | |
| | | | \$ Bil. | Mil. | Thou. | |
| | 0734 | 0730 | 0731 | | | |
| 17 | Tablets, pads, and related products Tablets and pads 8 1/2" X 11" and 8 1/2" X 14", excluding columnar | 322233 3111 | | | | |
| 18 | All other tablets and pads, including columnar (<i>Specify products.</i>) ↴ | 322233 3221 | | | | |
| 19 | Notebooks, including those bound with wire (excluding columnar), staples, thread, and/or plastics, including composition, memo, and stenographic books (excluding case-made) | 322233 3331 | | | | |
| 20 | Looseleaf fillers, school and commercial types | 322233 3441 | | | | |
| 21 | Wrapped ream paper, excluding looseleaf fillers, sensitized photographic and photocopy paper, and paper for facsimile machines | 322233 3551 | | | | |
| 22 | All other products made in this establishment - <i>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.</i> | 18 | | | | |
| 23 | | 26 | | | | |
| 24 | | 34 | | | | |
| 25 | | 42 | | | | |
| 26 | | 59 | | | | |
| 27 | | 67 | | | | |
| 28 | Sales of scrap and refuse | 999801 3000 | | | | |
| 29 | Other miscellaneous receipts (including receipts for repair work, etc.) | 999809 8000 | | | | |
| 30 | Resales - Sales of products bought and sold without further manufacture, processing, or assembly (<i>The cost of such items should be reported in 16, line A2.</i>) | 999890 0000 | | | | |
| 31 | TOTAL (<i>Should equal total reported in 5</i>) | 770000 0000 | | | | |

23-25 Not Applicable.

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26 SPECIAL INQUIRIES

OTHER ESTABLISHMENT ACTIVITIES

1. Did this establishment design, engineer, or formulate the manufactured products that it sold, produced, or shipped?

0318 Yes

0319 No

2. Which of the following best describes this establishment's primary activity? (Mark "X" only ONE box.)

0362 Providing contract manufacturing services for others

0363 Transforming raw materials or components into new products that this establishment owns or controls

0364 Reselling goods manufactured by others (with or without minor final assembly)

0365 Other - Specify ↴

0366

3. Did this establishment purchase contract manufacturing services from other companies or other establishments of your company to process materials or components that this establishment owns or controls?

0496 Yes, primarily with establishments WITHIN the 50 States and the District of Columbia

0497 Yes, primarily with establishments OUTSIDE of the 50 States and the District of Columbia

0498 No

27-29 Not Applicable.

REMARKS (Please use this space for any explanations that may be essential in understanding your reported data.)

30 CERTIFICATION - This report is substantially accurate and was prepared in accordance with the instructions.

Is the time period covered by this report a calendar year?

Yes

No - Enter time period covered →

| | | | | | |
|------|----------------------|----------------------|----|----------------------|----------------------|
| FROM | Month | Year | TO | Month | Year |
| | <input type="text"/> | <input type="text"/> | | <input type="text"/> | <input type="text"/> |

| | |
|---|---|
| Name of person to contact regarding this report | Title |
| <input style="width: 100%; height: 20px;" type="text"/> | <input style="width: 100%; height: 20px;" type="text"/> |

| | | | | | | | | | | |
|-----------|----------------------|----------------------|----------------------|----------------------|----------------------|-----|----------------------|----------------------|----------------------|----------------------|
| Telephone | Area code | Number | | | Extension | Fax | Area code | Number | | |
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| | | | | |
|---|----------------------|----------------------|----------------------|----------------------|
| Internet e-mail address | Date completed | Month | Day | Year |
| <input style="width: 100%; height: 20px;" type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Thank you for completing your 2007 ECONOMIC CENSUS form.

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

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