

**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Report materials, parts, and supplies purchased, transferred from other plants of your company, or withdrawn from inventory.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		
<b>1</b>	Lubricating oils and greases (including hydraulic oils) . . . . .	324100 18			
<b>2</b>	Chemicals and allied products				
	Pigments, lakes, and toners; organic and inorganic . . . . .	325130 05			
<b>3</b>	Other chemicals and allied products (excluding organic and inorganic pigments, lakes, and toners) . . . . .	325000 60			
<b>4</b>	Lumber and wood products, excluding furniture . . . . .	321000 01			
<b>5</b>	Paperboard containers, boxes, and corrugated paperboard . . . . .	322210 01			
<b>6</b>	Plastics products consumed in the form of sheets, rods, tubes, film, and other shapes . . . . .	326100 13			
<b>7</b>	Fabricated metal products, including forgings . . . . .	332000 05			
<b>8</b>	Parts for pens and mechanical pencils . . . . .	339941 00			

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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		
<b>9</b>	Cost of all other materials and components, parts, containers, and supplies consumed (Specify the principal materials, etc., included in this value.) ↘	009700 99			
<b>10</b>	<b>TOTAL</b> (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 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.

**Contract Work** - Report PRODUCTS MADE BY OTHERS FOR YOU FROM YOUR MATERIALS on the specific lines as if they were made in this establishment. On the other hand, do not report on the specific product lines PRODUCTS THAT YOU MADE FROM MATERIALS OWNED BY OTHERS. Report only the amount that you received for "commission or contract receipts" under Census code 930000 0000.

**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."

Line No.	Products and services	Census product code	Products shipped and other receipts		
			Value, f.o.b. plant		
			\$ Bil.	Mil.	Thou.
0734		0730	0731		
<b>1</b>	Pens, mechanical pencils, markers, and associated parts . . . . .	339941 0100			
<b>2</b>	Nonmechanical (wood-cased) pencils and graphite and colored sticks . . . . .	339942 5101			
<b>3</b>	Chalk and crayons, including tailors' chalk (excluding artists') . . . . .	339942 5201			
<b>4</b>	Blackboards and whiteboards . . . . .	339942 5303			
<b>5</b>	Artists' equipment, including airbrushes, children's school art equipment, drawing tables and boards, palettes, sketch boxes, pantographs, and pyrography goods (excluding brushes) . . . . .	339942 5401			
<b>6</b>	Artists' brushes and hair pencil (excluding artists' airbrushes) . . . . .	339994 5226			

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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		
<b>7</b>	Other art materials, including artists' chalk and crayons, modeling clay and other modeling material, tempera colors, fingerpaint, block printing ink, and watercolors (excluding drawing and India ink) <i>(Specify kind.)</i> ↴	339942 5501			
<b>8</b>	Office supplies and small office equipment, including tape dispensers, paper cutters and trimmers, pencil sharpeners, staplers, and staple removers . . . .	339942 5601			
<b>9</b>	Marking devices, including dies, hand stamps, embossing seals, letters, numerals, stamp pads, stencils, etc. . . . .	339943 0400			
<b>10</b>	Mailing, letter handling, and addressing machines, excluding parts and attachments . . . . .	333313 2100			
<b>11</b>	Other office machinery, excluding parts and attachments <i>(Specify kind.)</i> ↴	333313 6100			
<b>12</b>	Parts and attachments for office machines . . . . .	333313 8100			
<b>13</b>	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			
<b>14</b>		26			
<b>15</b>		34			
<b>16</b>		42			
<b>17</b>		59			
<b>18</b>		67			
<b>19</b>	Contract work - Receipts for work done for others on their materials <i>(Specify products worked on and kind of work.)</i> ↴	930000 0000			
<b>20</b>	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			
<b>21</b>	Miscellaneous receipts, including receipts for repair work, sales of scrap and refuse, etc. . . . .	999800 0000			
<b>22</b>	<b>TOTAL</b> <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		
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>		<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

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"/>

**Thank you for completing your 2007 ECONOMIC CENSUS form.**  
**PLEASE PHOTOCOPY THIS FORM FOR YOUR RECORDS AND RETURN THE ORIGINAL.**

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