

SECTION C

Sales to the United States

I. General Explanation of Section C

This section of the questionnaire provides instructions for reporting your sales of the **subject merchandise** in or to the United States. We will compare the prices at which this merchandise was sold in or to the United States with a constructed value using the **factors of production** to determine whether the subject merchandise was sold at less than **normal value** in the United States during the period of investigation ("POI").

If your company did not produce this subject merchandise, we request that you send section D to the company that produces the subject merchandise and supplies it to you or to your customers.

II. Computer File of U.S. Sales

In accordance with the instructions provided in this section, prepare a separate computer data file containing each sale made during the POI of the subject merchandise, including sales of further manufactured merchandise. Do not report cancelled sales. This file format has been designed to accommodate **export price** ("EP") and **constructed export price** ("CEP") transactions.

For sales of merchandise that has been shipped to the customer and invoiced by the time this response is prepared, each "record" in the computer data file should correspond to an invoice line item (i.e., each unique product included on the invoice). For sales of merchandise that have not yet been shipped and invoiced (in whole or in part) to the customer, a "record" should correspond to the unshipped portion of the sale.

Each computer record submitted should contain the information requested concerning the product sold, the terms of the sale, the selling expenses incurred, and other information. The following portion of section C describes the information the Department requires.¹

III. Market Economy Inputs

List the movement expenses (ocean freight, marine insurance, trucking, etc.) that your company purchased from a market economy supplier and paid for in a market economy currency during the

¹ Refer also to the Instructions for Computer Tapes and Diskettes at Appendix II.

POI. For each movement expense, please report the price you actually paid for a specified quantity of inputs. For these prices, please provide the following information:

- a. From which market economy country did you purchase the good and in what currency did you pay?
- b. If you purchase a service from a market economy supplier, is the price you pay based on the weight or on the value of your product (*e.g.*, the charge for marine insurance is usually based on the value of your shipment, while the charge for ocean freight is usually based on the weight of your shipment).
- c. Provide all details of the transaction, including the name of the supplier, the source country, terms of payment and any other arrangements you have made.
- d. Detail the percentage you purchased from a market-economy country and the percentage you purchased from a nonmarket economy supplier.

IV. Summary of Data Fields for the U.S. Sales File

The chart which follows is a summary of the data fields for the U.S. sales computer file which are described in the remainder of this section of the questionnaire. The chart lists the field number, description and name. Please refer to Appendix II Instructions for Computer Tapes and Diskettes for instructions on preparing the electronic file.

SECTION C

Summary of U.S. Sales File

FIELD NUMBER	FIELD DESCRIPTION	FIELD NAME
1.0	Complete Product Code	PRODCODU
2.0	Matching Control Number	CONNUMU
3.0	Sale Type	SALEU
4.0	Customer Code	CUSCODU
5.0	Date of Sale	SALEDTU
6.0	Sale Invoice Number	INVOICU
7.0	Sales Invoice Date	SALINDTU
8.0	Date of Shipment	SHIPDTU
9.0	Terms of Delivery	SALETERU
10.0	Quantity	QTYU
11.1	Quantity Unit of Measure	QTUMU
11.2	Gross Unit Price	GRSUPRU
12.0	Discounts	DISCTN(1-n)U
13.1-13.n	Rebates	REBATE(1-n)U
14.1-14.n	Inland Freight - Plant to Distribution Warehouse	DINLFTWU

FIELD NUMBER	FIELD DESCRIPTION	FIELD NAME
15.0	Inland Freight - Plant/Warehouse to Port of Exit	DINLFTPU
16.0	Country of Manufacture Inland Insurance	INSURU
17.0	Brokerage and Handling	DBROKU
18.0	International Freight	INTNFRU
19.0	Marine Insurance	MARNINU
20.0	U.S. Inland Freight from Port to Warehouse	INLFPWU
21.0	U.S. Inland Freight from Warehouse to the Unaffiliated Customer	INLFWCU
22.0	U.S. Inland Insurance	USINLINU
23.0	Other U.S. Transportation Expense	USOTREU
24.0	U.S. Customs Duty	USDUTYU
25.0	Destination	DESTU
26.0	Packing Materials	PACKU
27.0	Unskilled Packing Labor	PAKUNLBU
28.0	Skilled Packing Labor	PAKSKLBU

FIELD NUMBER	FIELD DESCRIPTION	FIELD NAME	
29.0	U.S. Repacking Cost	REPACKU	
30.0	Further Manufacturing	FURMANU	
31.0	Foreign Trade Zone	FTZU	
32.0	Manufacturer	MFRU	

IV. Instructions for the Narrative Response and the Computer File of U.S. Sales

The following instructions combine the questionnaire with the computer data file format.

"FIELD NUMBER" includes the number and descriptive name of the field in the computer data file. "FIELD NAME" includes the "short" or variable name for the submitted printouts of the data file. "DESCRIPTION" defines the data you should report in the field of the computer data file, and "NARRATIVE" describes the additional information we request you provide, not in the computer data file, but in a narrative response.

Fields 1 and 2.
<p>Report the information requested concerning the product sold. Fields 1 and 2 are reserved for the product code and a matching control number the Department will use in the calculation of the dumping margin.</p> <p>If the product sold was further manufactured in the U.S., report the product code of the product sold in field 1, the control number of the product imported in field 2.</p>

FIELD NUMBER 1.0: Complete Product Code

FIELD NAME: PRODCODU

DESCRIPTION: Report the commercial product code assigned by your company in the normal course of business to the specific product sold in the United States.

If the product sold is further manufactured in the United States, report the product code of the product sold not the product imported.

NARRATIVE: The product code should be described in response to question 6b in section A of this questionnaire.

FIELD NUMBER 2.0: Matching Control Number

FIELD NAME: CONNUMU

DESCRIPTION: Assign a control number to each unique product reported in the section C sales data file. Identical products should be assigned the same control number in each record in every file in which the product is referenced. See Appendix III for the criteria that you should apply in determining "unique" products.

If the product sold is further manufactured in the United States, report the control number of the product imported not the product sold.

NARRATIVE: List all CONNUMS and to which products they have been assigned.

Fields 3 through 4.
Report the information requested concerning the sale type and customer for the merchandise.

FIELD NUMBER 3.0: Sale Type

FIELD NAME: SALEU

DESCRIPTION: Identify the sale as either "EP" (export price) or "CEP" (constructed export price).

FIELD NUMBER 4.0: Customer Code

FIELD NAME: CUSCODU

DESCRIPTION: Report the name of the customer or the internal accounting code designating the customer.

NARRATIVE: Provide a list of customer names and codes as an attachment to your narrative response.

Fields 5 through 10.

Report the information requested concerning the terms of delivery and payment and the dates of the specified events of each sale. The Glossary of Terms at Appendix I describes the Department's criteria for determining the **date of sale**. The criteria used by the Department to determine the date of sale may be different from the criteria you use in your accounting system; please contact the official in charge if, after reviewing the Department's criteria, you are uncertain when a sale has occurred.

FIELD NUMBER 5.0: Date of Sale

FIELD NAME: SALEDTU

DESCRIPTION: Report the calendar "date of sale" as defined in the Glossary of Terms at Appendix I and described in your response to section A question 4 (Sales Process). If the event used to establish the date of sale varies by transaction (e.g., order date for some transactions and invoice date for other transactions), create a separate field to identify the event used to establish the date of sale for each transaction in the file. If you are reporting sales using lotus, please use a lotus-compatible date. If you are reporting sales using a sales tape, use a numeric code or abbreviation to designate the event (e.g., 1 or ORD = order date) and include a key to the code in your narrative response.

Positions 1 & 2 = Year
Positions 3 & 4 = Month
Positions 5 & 6 = Day

FIELD NUMBER 6.0: Sale Invoice Number

FIELD NAME: INVOICU

DESCRIPTION: Report the reference number assigned to the invoice in your accounting system.

NARRATIVE: Describe the invoice numbering system used by each sales entity that originated a sale reported in this data file. Is it simply a sequential number or is additional information included in the code, such as point of sale? If additional information is contained in the code, provide a key describing each component of the code.

FIELD NUMBER 7.0: Sale Invoice Date

FIELD NAME: SALINDTU

DESCRIPTION: See Field 5.0 for directions on reporting dates.

FIELD NUMBER 8.0: Date of Shipment

FIELD NAME: SHIPDTU

DESCRIPTION: Report the date of shipment from the factory or distribution warehouse to the customer.

See Field 5.0 for directions on reporting dates.

FIELD NUMBER 9.0: Terms of Delivery

FIELD NAME: SALETERU

DESCRIPTION: 1 = Delivered
2 = FOB
3 - n Specify other delivery terms as required.

NARRATIVE: Describe the terms of delivery offered and indicate the code used for each. The codes for delivery terms listed above are examples only. You need not use them.

Fields 10 through 15.

Report the information requested concerning the quantity sold and the price per unit paid in each sale transaction. All **discounts** and **rebates** granted should be reported in these fields. The gross unit price less discounts and rebates should equal the net amount of revenue received from the sale. If the invoice to your customer includes separate charges for other services directly related to the sale, such as a charge for shipping, create a separate field for reporting the unit price charged the customer for each additional service. Refer to the Glossary of Terms at Appendix I for a more complete description of each of the discounts and rebates listed.

FIELD NUMBER 10.1: Quantity

FIELD NAME: QTYU

DESCRIPTION: Report the sale quantity for this transaction. In general, this quantity will be the quantity of the specific shipment or invoice line, net of returns where possible. For sales that have not been fully shipped/invoiced at the time the computer data for this section is prepared, report the quantity of the sale not yet shipped (total quantity sold less the quantity shipped and invoiced to date and reported in this file in separate records).

For example, assume the date of sale is the date of the customer's order. In the last month of the POI a customer orders 100 tons to be shipped in 5 lots of 20 tons each once every 30 days. At the time of preparation of your questionnaire response, 3 of the 5 shipments have been made and an invoice sent for each shipment to the customer.

The file you submit to the Department should contain 4 records: one record for each shipment and invoice and a fourth record for the unshipped amount of 40 tons. For the record containing the unshipped 40 tons, complete the adjustment fields based on estimates.

NARRATIVE: Explain how returns, if you permit them, affect your sales reported in the general ledger and sales ledger.

FIELD NUMBER 10.2: Quantity Unit of Measure

FIELD NAME: QTUMU

DESCRIPTION: Report all sales in this file in the same unit of measure. Use an abbreviation or code to indicate the unit of measure.

- 1 or MT = metric tons
- 2 or KG = kilograms
- 3 - n Specify as needed.

NARRATIVE: Provide a table of the units of measure and abbreviations or codes used.

Fields 11 through 25.

Report the sale price, discounts, and rebates in the currencies in which they were earned or incurred. If a field is expressed in the same currency in all records in the file, simply note the currency name on the descriptive chart requested in Appendix II Section B (Instructions for Submitting Computer Data - File Formats). However, if a revenue or expense field is expressed in one currency in certain records and another currency in other records, create a companion field that designates the currency for each record with a code or abbreviation.

FIELD NUMBER 11.0: Gross Unit Price

FIELD NAME: GRSUPRU

DESCRIPTION: Report the unit price recorded on the invoice for sales shipped and invoiced in whole or in part. To report portions of sales not yet shipped, provide the agreed unit sale price for the quantity that will be shipped to complete the order. This value should be the gross price for a single unit of measure. Discounts and rebates should be reported separately in fields numbered 13.n and 14.n, respectively.

FIELD NUMBER 12.0-n: Discounts

- FIELD NAME:** DISCNT(1-n)U
- DESCRIPTION:** Report the unit value of discounts granted to the customer. Create a separate field for reporting each discount granted.
- NARRATIVE:** Explain your policy and practice for granting each discount. Describe each type of discount granted and the basis for eligibility for such discount. If discounts vary, explain why. Explain how you calculated each additional per-unit discount. Where available, provide sample documentation, including sample agreements, for each type of discount.

FIELD NUMBER 13.0-n: Rebates

- FIELD NAME:** REBATE(1-n)U
- DESCRIPTION:** Report the unit value of each rebate given to the customer. Create a separate field for reporting each rebate granted. Rebates should be reported with the sales to which they apply.
- NARRATIVE:** Explain your policy and practice for granting rebates and describe each type of rebate granted. If rebates vary, explain why. For rebates that have not yet been paid, describe how you computed the amount to be rebated. Include your worksheets as an attachment to the response. Where available, provide documentation, including sample agreements, for each type of rebate.

Fields 14 through 25.

Report the information requested concerning activities undertaken to bring the merchandise from the place of manufacture to the customer's place of delivery (if f.o.b., <u>e.g.</u> , from factory to port in country of manufacture or if c.i.f., from factory to delivery port in United States). You may add fields, if needed. (Field 23 can be used for other U.S. transportation expenses not requested separately.) For merchandise which was sold during the POI but which has not been shipped at the time of preparation of the response, report

estimated amounts and your basis for these estimates.

The fields listed below anticipate the types of transport activities commonly incurred on international shipments. However, it is not uncommon for certain of these transport expenses to be combined in a single fee paid a transport company (e.g., combined ocean transport and U.S. internal transport to the customer's place of delivery). If amounts are combined, do not attempt to separate them but report them in a single field and explain in your narrative response.

FIELD NUMBER 14.0: Inland Freight - Plant to Distribution Warehouse

FIELD NAME: DINLFTWU

DESCRIPTION: Report the distance in kilometers from the factory to the distribution warehouse (or other intermediate location).

NARRATIVE: Describe the transport you used to deliver the merchandise to your distribution warehouse(s) or other intermediate location. Also describe your distribution warehousing for all markets.

FIELD NUMBER 15.0: Inland Freight - Plant/Warehouse to Port of Exit

FIELD NAME: DINLFTPU

DESCRIPTION: Report the distance in kilometers from the plant or distribution warehouse (or other intermediate location) to the port of exit.

NARRATIVE: Describe the transport you used to deliver the merchandise to port of exit in the country of manufacture.

FIELD NUMBER 16.0: Domestic Inland Insurance

FIELD NAME: INSURU

DESCRIPTION: Report "Yes" if you incurred any inland insurance on shipments from the factory or distribution warehouse (or other intermediate location) to the domestic port of exit in the country of manufacture. Otherwise, report "No."

FIELD NUMBER 17.0: Brokerage and Handling

FIELD NAME: DBROKU

DESCRIPTION: Report "Yes" if you incurred any brokerage and handling charges for each sale to the United States. Otherwise, report "No."

FIELD NUMBER 18.0: International Freight

FIELD NAME: INTNFRU

DESCRIPTION: Report "Yes" if you incurred international freight expenses on shipments to the United States by a nonmarket economy carrier. If so, add fields 19.1 (EXPORTU) and 19.2 (IMPORTU) to report, for each sale, the port of exportation and the U.S. port of importation. If goods were shipped by market economy companies and charges were incurred in a market economy currency, report the unit cost of ocean freight or air freight incurred on shipments from the port of exit in the country of manufacture to the U.S. port of entry, as appropriate. If you did not incur international freight expense, report "No."

NARRATIVE: If goods were shipped by market economy companies and charges were incurred in a market economy currency, describe how you calculated the unit cost of ocean freight and include your worksheets as attachments to the narrative response.

FIELD NUMBER 19.0: Marine Insurance

FIELD NAME: MARNINU

DESCRIPTION: Report "Yes" if marine insurance was provided by a nonmarket economy insurer for your shipments to the United States. If the insurance was purchased from a market-economy supplier and paid for in market economy currency, report the unit cost of marine insurance incurred on shipments from the port of exit in the country of manufacture to the U.S. port of entry.

NARRATIVE: If the insurance was purchased from a market-economy supplier and paid for in market economy currency, describe how you calculated

the unit cost of marine insurance and include your worksheets as attachments to the narrative response.

FIELD NUMBER 20.0: U.S. Inland Freight from Port to Warehouse

FIELD NAME: INLFPWU

DESCRIPTION: For CEP sales, report the unit cost of any freight incurred on shipments from the U.S. port of entry to the affiliated reseller's U.S. warehouse or other intermediate location. For EP sales, report the unit cost of freight from the port of entry to an intermediate location.

NARRATIVE: Describe how you calculated the unit cost of inland freight in the United States and include your worksheets as attachments to the narrative response.

FIELD NUMBER 21.0: U.S. Inland Freight from Warehouse to the Unaffiliated Customer

FIELD NAME: INLFWCU

DESCRIPTION: For CEP sales, report the unit cost of freight incurred on shipments from the affiliated U.S. reseller to the U.S. unaffiliated customer. For EP sales, report the unit cost of freight to the customer from the port of entry or an intermediate location.

NARRATIVE: Describe how you calculated the unit cost of freight from the warehouse or other intermediate location and include your worksheets as attachments to the narrative response.

FIELD NUMBER 22.0: U.S. Inland Insurance

FIELD NAME: USINLINU

DESCRIPTION: Report the unit cost of U.S. inland insurance incurred on shipments within the United States.

NARRATIVE: Describe how you calculated the unit cost of U.S. inland insurance and include your worksheets as attachments to the narrative response.

FIELD NUMBER 23.0: Other U.S. Transportation Expense

FIELD NAME: USOTREU

DESCRIPTION: Report the unit cost of any additional transportation expense incurred in the United States.

NARRATIVE: Describe the expense and how you calculated the unit cost. Include your worksheets as attachments to the narrative response.

FIELD NUMBER 24.0: U.S. Customs Duty

FIELD NAME: USDUTYU

DESCRIPTION: If terms of sale included this charge, report the unit amount of any customs duty paid on the subject merchandise. Include in the unit cost the U.S. customs processing fee and the U.S. harbor maintenance fee.

NARRATIVE: Describe how you calculated the unit cost of U.S. customs duties and customs fees, and include your worksheets as attachments to the narrative response.

FIELD NUMBER 25.0: Destination

FIELD NAME: DESTU

DESCRIPTION: Report the U.S. postal "ZIP" code of the customer's place of delivery.

FIELD NUMBER 26.0-n: Packing Materials

FIELD NAME: Various

DESCRIPTION: Report in separate fields each type of packing material and the quantity used to pack a unit of the subject merchandise for export to the United States.

NARRATIVE: Describe the method used to pack the subject merchandise for shipment to the United States. Provide any worksheets showing how packing materials are allocated.

FIELD NUMBER 27.0: Unskilled Packing Labor

FIELD NAME: PAKUNLBU

DESCRIPTION: Report the unskilled labor hours necessary for packing a unit of the subject merchandise for export to the United States.

NARRATIVE: Describe the allocation of packing labor hours to the shipments of subject merchandise. Also, describe how you determined that the reported labor was unskilled.

FIELD NUMBER 28.0: Skilled Packing Labor

FIELD NAME: PAKSKLBU

DESCRIPTION: Report the skilled labor hours necessary for packing a unit of the subject merchandise for export to the United States.

NARRATIVE: Describe the allocation of packing labor hours to the shipments of subject merchandise. Also, describe how you determined that the reported labor was skilled.

FIELD NUMBER 29.0: U.S. Repacking Cost

FIELD NAME: REPACKU

DESCRIPTION: If the product is repacked in the United States, report the unit cost of any repacking in the United States. Include the cost of labor, materials and overhead.

NARRATIVE: Describe any repacking that occurs in the United States. For each type of packing, provide a worksheet that demonstrates the

calculation of packing material, labor and overhead for a single unit.

The worksheets should include a list of packing materials, the average cost of each material, and how much of each material was used. In addition, report the average labor hours by packing type and the average labor cost per hour including benefits. Include also a list of overhead expenses incurred in packing and demonstrate how these expenses were allocated to each packing type.

FIELD NUMBER 30.0: Further Manufacturing

FIELD NAME: FURMANU

DESCRIPTION: If you are required to report the cost of further manufacturing performed in the United States, record the unit cost in this field. This value is the total unit cost reported in the computer data file prepared in response to questionnaire Section E - Cost of Further Manufacturing Performed in the United States.

If you have incurred further manufacturing cost in the United States but are not required to report the cost, record the code "FM" in this field for each sale of a further manufactured product. Leave the field blank for sales of products that have not been further manufactured.

NARRATIVE: If you further manufacture subject merchandise in the United States, please contact the official in charge immediately. You may be required to respond to Section E of this questionnaire. No additional narrative description is required for this field. Refer to Section A question 7.

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FIELD NUMBER 31.0: Foreign Trade Zone

FIELD NAME: FTZU

DESCRIPTION: Identify all sales of merchandise shipped into foreign trade zones in the United States by recording the code "FTZ" in this field. If you shipped the subject merchandise to an affiliate in an FTZ that further processed the merchandise into products not within the description of merchandise in Appendix III prior to entry into U.S. customs territory, separately identify these transactions with the code "FTZA."

For merchandise that was not shipped into foreign trade zones or was entered for consumption prior to admission to a foreign trade zone, leave this field blank.

NARRATIVE: Explain the circumstances that pertained to FTZ transactions. State whether you, your U.S. affiliate, or an unaffiliated firm entered (or may have entered) the merchandise into the Customs territory of the United States.

FIELD NUMBER 32.0: Manufacturer

FIELD NAME: MFRU

DESCRIPTION: If you have sold the subject merchandise produced by more than one manufacturer, identify the manufacturer in each record by the use of a code. If the manufacturer is unknown, identify your supplier.

NARRATIVE: If you are not the manufacturer, report the manufacturer of the merchandise in your narrative response and provide a key to the code.

Other Revenues and Expenses.

If there are additional revenues or expenses that are not reported above, create a field for each in the computer file, describe the revenue or expense in you narrative response, and include all calculation worksheets as attachments to your narrative response.
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