



10. List the states your destination sales into this state are shipped from.
11. Have any of your products been shipped into this state in returnable containers? Yes \_\_\_ No \_\_\_  
 Does your company retain ownership of the containers? Yes \_\_\_ No \_\_\_  
 Does your company charge a deposit on the containers? Yes \_\_\_ No \_\_\_
12. Does your firm make deliveries of products into this state in vehicles owned or leased by your company? Yes \_\_\_ No \_\_\_  
 If yes, in what years and how frequently?
13. Do vehicles ever pick-up and deliver from one point in this state to another point in this state? Yes \_\_\_ No \_\_\_
14. Are sales ever made by the vehicle's driver? Yes \_\_\_ No \_\_\_
15. Does your company own or lease any terminals or fuel facilities in this state? Yes \_\_\_ No \_\_\_
16. Names and addresses of the 3 largest customers in this state.  
 1. \_\_\_\_\_  
 2. \_\_\_\_\_  
 3. \_\_\_\_\_
17. Amount of destination sales made into this state for the past 3 years.  
 199\_ \$ \_\_\_\_\_  
 199\_ \$ \_\_\_\_\_  
 199\_ \$ \_\_\_\_\_

**SECTION B**

1. Has your company at any time had an office, agency, warehouse or other place of business in this state? Yes \_\_\_ No \_\_\_  
 If yes, give dates, location, and nature of activities.
2. Has your company at any time owned, leased or rented any tangible or real property located and/or used in this state?  
 Warehouse Spaces \_\_\_\_\_  
 Motor Vehicles \_\_\_\_\_  
 Office Space \_\_\_\_\_  
 Industrial Equipment \_\_\_\_\_  
 Merchandise Inventory \_\_\_\_\_  
 Office Equipment \_\_\_\_\_  
 Advertising Materials \_\_\_\_\_  
 Manuals \_\_\_\_\_  
 Raw Materials \_\_\_\_\_  
 Leased Equipment \_\_\_\_\_  
 Other (list) \_\_\_\_\_  
 (If yes, give location, dates, and description property.)
3. Has your company ever done any advertising or promotion activities in this state? If yes, describe activities, property used, and media employed. Yes \_\_\_ No \_\_\_
4. Has your company ever had consigned goods in this state? Yes \_\_\_ No \_\_\_

5. Does your company ever execute contracts in this state?  
If yes, give specific dates and describe contracts. Yes \_\_\_\_ No \_\_\_\_
6. Does title to property located in this state remain with your company until the contract price is fully paid? Yes \_\_\_\_ No \_\_\_\_
7. Does your company retain a security interest in any property that is delivered to customers in this state? Yes \_\_\_\_ No \_\_\_\_
8. Has your company sold, leased or licensed real estate, services or intangibles in this state? If yes, give the date, location and description of the property or service. Yes \_\_\_\_ No \_\_\_\_
9. Do employees in this state solicit orders for the sales of services or real estate in this state? Yes \_\_\_\_ No \_\_\_\_
10. Does your company perform engineering functions in this state? Yes \_\_\_\_ No \_\_\_\_
11. Does your company conduct training courses in this state for your customers, agents, distributors, or for their customers or employees? Yes \_\_\_\_ No \_\_\_\_
12. Does your company conduct lectures in this state regarding the company's products or services? Yes \_\_\_\_ No \_\_\_\_
13. Does your company inspect products after installation? Yes \_\_\_\_ No \_\_\_\_
14. Does your company offer technical assistance or training to purchasers or users of your product after the sale? Yes \_\_\_\_ No \_\_\_\_
15. Does your company have any employees, sales reps or commission agents residing in this state? Yes \_\_\_\_ No \_\_\_\_  
If yes:
- a. Does your company have a standard job description or written agreement with the employee or agent?  
PLEASE PROVIDE A COPY. Yes \_\_\_\_ No \_\_\_\_
- b. Does your company require the employee or agent to:  
\_\_\_\_\_ Maintain office space in their homes?  
\_\_\_\_\_ List it as a business address?  
\_\_\_\_\_ Receive business callers there?  
\_\_\_\_\_ Store inventory there?
- c. Does your company reimburse office expenses? Yes \_\_\_\_ No \_\_\_\_
16. Does your company have any non-resident employees, sales representatives or commission agents which have activity in this state? Does your company have a standard job description or written agreement with the employee or agent? PLEASE PROVIDE A COPY. Yes \_\_\_\_ No \_\_\_\_
17. Does your company have any other employees or persons acting on your behalf who have activity in this state? Yes \_\_\_\_ No \_\_\_\_
18. Does your company have employees who install your product either by doing the actual installation or by supervising the installation by others

in this state? Yes \_\_\_\_ No \_\_\_\_

19. Do employees in this state investigate, recommend or appoint potential dealers, agents or distributors? Yes \_\_\_\_ No \_\_\_\_

20. Does anyone acting on your company's behalf repossess products in this state? Yes \_\_\_\_ No \_\_\_\_

21. Do employees in this state ever repossess products in this state? Yes \_\_\_\_ No \_\_\_\_

### SECTION C

1. Have you had employees or other representatives performing services within this state? (If you had employees whose base of operations was in another state, but whose duties include occasional calls upon customers or clients within this state, answer this question "yes".) Yes \_\_\_\_ No \_\_\_\_

2. If "Yes",

(a) In what year did your employees or other representatives begin performance of these services within this state?

\_\_\_\_\_

Have these services been performed within this state by your employees or other representatives in every year since then?

\_\_\_\_\_

(b) Identification of employees or representatives: (a separate sheet may be used if additional space is needed).

| NAME  | ADDRESS | TERRITORY COVERED FOR YOUR COMPANY | DESIGNATE IF EMPLOYEE OR INDEPENDENT CONTRACTOR |
|-------|---------|------------------------------------|---|
| _____ | _____   | _____                              | _____   |
| _____ | _____   | _____                              | _____   |
| _____ | _____   | _____                              | _____   |
| _____ | _____   | _____                              | _____   |

(c) Do any of these employees or representatives:

(1) Have samples? If yes, value of samples \_\_\_\_\_  
What is done with samples? Yes \_\_\_\_ No \_\_\_\_

(2) Make "on the spot" sales of any items? Yes \_\_\_\_ No \_\_\_\_

(3) Call upon customers in this state to collect installments, payments

- and/or delinquent accounts? Yes \_\_\_ No \_\_\_
- (4) Make adjustments for returned or damaged merchandise? Yes \_\_\_ No \_\_\_
- (5) Investigate or authorize credit of existing or potential customers in this state? Yes \_\_\_ No \_\_\_
- (6) Investigate, handle, or otherwise assist in resolving customer complaints in this state? Yes \_\_\_ No \_\_\_  
 If "Yes", is it more than mediating direct customer complaints when the sole purpose of such mediation is to ingratiate the sales personnel with the customer? Yes \_\_\_ No \_\_\_
- (7) Receive purchase orders when calling upon a customer in this state? Yes \_\_\_ No \_\_\_  
 If "Yes", do they have authority to approve or reject the order? Yes \_\_\_ No \_\_\_
- (8) Secure or accept deposits, payments or down payments on sales or merchandise in this state? Yes \_\_\_ No \_\_\_
- (9) Inspect or have the right to inspect the marketing of your products or any use of your trademarks or trade names? Yes \_\_\_ No \_\_\_
- (10) Arrange cooperative advertising agreements with customers? Yes \_\_\_ No \_\_\_
- (11) Assist your customers or their customers in this state in any of the following ways:
- (a) Train their employees or their customers in the sales, use or servicing of your products? Yes \_\_\_ No \_\_\_  
 If yes, where does this take place?  
 \_\_\_\_\_  
 \_\_\_\_\_
- (b) Inspect inventories to insure adequacy? Yes \_\_\_ No \_\_\_
- (c) Remove obsolete, damaged or outdated inventories? Yes \_\_\_ No \_\_\_
- (d) Pick-up or verify destruction of damaged, returned or outdated merchandise in this state?
- (12) Supervise or inspect the installation of products sold in this state? Yes \_\_\_ No \_\_\_
- (13) Service or repair equipment or property of your customers in this state? Yes \_\_\_ No \_\_\_
- (14) Perform any installation or construction work within this state? Yes \_\_\_ No \_\_\_
- (15) Provide sales or service manuals to customers, distributors, agents, etc. located in this state? Yes \_\_\_ No \_\_\_
- (16) Provide your customers in this state with technical information or advice? Yes \_\_\_ No \_\_\_
- (17) Conduct lectures, films, etc. promoting or demonstrating your company's product or service in this state? Yes \_\_\_ No \_\_\_



OR

I declare that, although I am not an officer of the corporation, I have prepared this report upon the basis of all information of which I have knowledge.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

Person (s) who prepared questionnaire.

Name:

Title:

Telephone Number:

Date:

Did you include:

Detailed answers to all questions answered yes?

Job descriptions?

Product brochure?

Independent contractor's agreements?