

LEAD INDUSTRIES ASSOCIATION

Graybar Building, 420 Lexington Avenue
New York, N. Y.

April 21, 1933.

Instructions for Supplying the Information Required for the Domestic Pig Lead Sales Report (Form A), which, beginning May 1, 1933, is to include data that have not heretofore been collected.

Please note that there are now three major divisions for reporting weekly pig lead sales, namely, "Current", "Intra-Company" and "All Other" business. In addition, the "Current" division has been divided into, "Market" and "Average" designations as follows:

(1) "Current" - This division is to include all new business placed from day to day. If the new business is transacted on a flat price basis it should be reported in the "Market" section. If the new business is negotiated on an average price basis of two or more days, or a weekly or monthly average, it should be reported in the "Average" division. As in the past new average price sales are only reported as new business during the month in which the average price contract is negotiated and for the month following. The tonnage sold further ahead on the same contract should be reported in the "All Other" column.

(2) "Intra-Company" - Report here all sales made to subsidiary or affiliated companies with the exception of sales made to those subsidiaries or affiliates which have full authority to make their purchases of pig lead wherever they prefer.

(3) "All Other" - Report in this division those sales which are made on average-price contracts running on a month to month basis or other regular period, and any other business which is not covered in divisions (1) and (2).

(4) Grades - There has been no change in the form of reporting grades of lead sold from week to week.

(5) Deferred Sales - In the event of any deferred or advanced sales please make a proper transfer on the report, explaining through appropriate footnotes. Future reports



-2-

of the Lead Industries Association are expected to recognize deferrments or advances so as more nearly to reflect actual shipments.

(6) Cancellations - Report all cancellations as heretofore, making appropriate footnotes.

Supplement to the Domestic Pig Lead Sales Report (Form AA)

At the end of each month please report, on the special form provided for the purpose, the unfilled orders on your books.

Unfilled orders consist only of lead held for customers' account at smelter, refinery and warehouse, which has been sold and invoiced or paid for but not shipped during the month specified in the sales contracts. It is essentially lead owned by customers and held or stored at smelter, refinery or warehouse, as of the last day of the month.

Respectfully submitted,

Secretary.