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Name, address, telephone no., and institution code.  
Please provide us with your e-mail address.

Form BE-40 U.S. DEPARTMENT OF COMMERCE  
(REV. 07/02) BUREAU OF ECONOMIC ANALYSIS

**INSTITUTIONAL REMITTANCES TO FOREIGN COUNTRIES**

SEE INSTRUCTIONS ON PAGE 2

(Please make any necessary corrections.)

If your address, telephone number or other information is different than what is stated on the cover letter please check this box.

**RETURN TO** U.S. Department of Commerce  
Bureau of Economic Analysis, (BE-58)  
Washington, DC 20230

Period covered by report

BEA USE ONLY

BEA USE ONLY		TOTAL REMITTANCES TO FOREIGN COUNTRIES	
Cols. 1-8	AREA/COUNTRY (a)		(thousands of dollars) (b)
Cols 9-13			
12205	CANADA		
<b>EUROPEAN UNION</b>			
41201	UNITED KINGDOM		
42302	BELGIUM		
42402	LUXEMBOURG		
42702	FRANCE		
42802	GERMANY		
47502	ITALY		
42102	NETHERLANDS		
49702	OTHER EUROPEAN UNION <sup>1\</sup> see footnote on reverse		
49803	OTHER WESTERN EUROPE COUNTRIES EXCEPT EUROPEAN UNION <sup>2\</sup> see footnote on reverse		
<b>EASTERN EUROPE</b>			
46104	RUSSIA		
49904	OTHER <sup>3\</sup> see footnote on reverse		
<b>LATIN AMERICA AND OTHER WESTERN HEMISPHERE</b>			
35106	BRAZIL		
21506	HONDURAS		
20106	MEXICO		
33306	PERU		
30706	VENEZUELA		
39907	OTHER		
<b>ASIA AFRICA AND PACIFIC</b>			
60208	AUSTRALIA		
57010	CHINA		
53310	INDIA		
56010	INDONESIA		
50810	ISRAEL		
58809	JAPAN		
77910	KENYA		
61208	NEW ZEALAND		
56510	PHILIPPINES		
79108	SOUTH AFRICA		
79910	OTHER		
<b>INTERNATIONAL ORGANIZATIONS</b>			
90013	UNITED NATIONS		
90113	OTHER INTERNATIONAL NATIONS		
00000	<b>TOTAL OF ALL REMITTANCES</b>		

Name and title of authorized official	Signature	Date
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**NOTE**

Public reporting burden for this collection of information is estimated to average 1.5 hours per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Director, Bureau of Economic Analysis (BE-1), U.S. Department of Commerce, Washington, DC 20230; and to the Office of Information and Regulatory Affairs, Office of Management and Budget, Washington, DC 20503. Notwithstanding any other provision of law, no person is required to respond to nor shall a person be subject to a penalty for failure to comply with a collection of information subject to the requirements of the Paperwork Reduction Act unless that collection of information displays a current valid OMB Control Number.

## GENERAL INSTRUCTIONS

### PURPOSE

Reports on Form BE-40 are requested from religious, charitable, educational, and other nonprofit organizations in order to provide reliable and up-to-date information on their remittances and expenditures as they affect the U.S. balance of international payments.

### FILING OF REPORTS

If total yearly remittances abroad by your organization are expected to equal \$1,000,000 or more, a quarterly report is requested and should be filed within 30 days after the close of each quarter. All other organizations may file annual reports which should be filed within 90 days after the close of the calendar or fiscal year. If report covers a fiscal quarter or year, please specify the period covered.

### EXEMPTION

A U.S. organization otherwise requested to report is exempted if its total remittances are less than \$25,000 in the year covered by the report. If your organization is thereby exempt from reporting, a statement to that effect will be appreciated and will avoid the mailing of unnecessary follow-ups.

### COUNTRY DISTRIBUTION

To the extent your records allow, please distribute your foreign remittances and payments by the individual foreign countries receiving the benefit of these transfers rather than by the country in which the payment has been made. Thus, if outlays for goods and services were paid in country A, but country B was the benefitting recipient country, report country B.

Remittances to Guam, Puerto Rico, or the Virgin Islands should not be included, but remittances from these areas to foreign countries should be included, since these territories are part of the balance-of-payments area of the United States.

### AMOUNTS TO BE REPORTED

Report dollar amounts in thousands of dollars. This should be done by dropping the last three digits of the full value as in the following example: (Example: \$1,033,642 should be reported as \$1,034). If actual data are not available, please provide your best estimate. Aggregate transactions for any single country totaling less than one thousand dollars may be omitted.

### DUPLICATION

If remittances or shipments by your organizations are likely to be duplicated in the return from any other private organization, please indicate that fact in your reply, and give the name of the organization.

### REMITTANCES TO REPORT

All transfers to foreign residents and organizations including:

1. Outright grants of cash
2. Payments abroad for the procurement of goods to be used abroad
3. Expenditures for salaries, dues, and other administrative costs abroad
4. Payments for contract services or investments abroad
5. Transfers to foreign banks
6. Transfers to foreign accounts in U.S. banks
7. Transfers and expenditures abroad of foreign currencies which you purchased using U.S. dollars
8. The value of services rendered free of charge such as transportation costs associated with goods transported outside the U.S. border, whether paid to U.S. or foreign carriers (ocean or air freight) if such transportation costs are donated at your expense. Transportation costs should not be included if they will ultimately be paid by the foreign recipient of the goods or if the transportation costs were donated by AID or other U.S. Government agencies, through subsidies or reimbursement

NOTE — Sources of funds transferred: Include transfers of—(1) funds collected from private donations; and (2) funds borrowed from U.S. banks, insurance companies, and other U.S. sources in anticipation of sums to be collected later from private donations and pledges. (Your subsequent repayment of the loans, and interest thereon, should not be counted again as a foreign remittance or transfer, since the repayment represents a domestic transaction between two U.S. residents—your organization and the U.S. bank.)

### REMITTANCES NOT TO REPORT

1. Do not include in this report shipments (exports) of purchased or privately donated goods from the United States to foreign countries (food, clothing, etc). Also do not include goods donated by or purchased from the Department of Agriculture or other U.S. Government agencies.
2. Do not include sums spent in the U.S. for your administrative, promotional, etc. expenses; sums collected in other countries; or sums collected in this country during the reporting period but not yet transferred to foreign accounts in U.S. or in foreign banks. Do not include funds collected but not yet spent for goods which you plan to purchase in the U.S. and export to foreign recipients. (When the purchase and/or shipment of such goods is actually made, then their value should be reported in accordance with instructions in step 8 above.)
3. Do not include transportation costs outside the U.S. border which will be paid (or reimbursed) by the foreign recipient or by a U.S. Government agency.
4. Do not include any transactions (e.g., purchases of goods for export) made with funds previously transferred to, and now on deposit in, foreign recipients bank accounts in the U.S. (or abroad).
5. Do not include transactions involving the fulfillment of contracts with AID or other U.S. Government agencies to perform services in a foreign country. These transactions should be reported on Form BE-22; for more information about this form call (202) 606-5588.

#### Footnotes:

\1\ Other European Union comprises Denmark, Greece, Ireland, Portugal, Spain, Austria, Finland, and Sweden.

\2\ Include Republics of former Yugoslavia under Other Western Europe.

\3\ Other Eastern Europe comprises Albania, Armenia, Azerbaijan, Belarus, Bulgaria, Czech Republic, Estonia, Georgia, Hungary, Kazakhstan, Kyrgyzstan, Latvia, Lithuania, Moldova, Poland, Romania, Slovakia, Tajikistan, Turkmenistan, Ukraine, and Uzbekistan.