



**CERTIFICATION OF REVENUE
REPORTING FORM**

Company Name

Method of Accounting: Accrual Cash

Report Calculated on Calendar Year Fiscal Year _____
(month/day/year ending)

Annual Gross Sales Print Revenue: \$ _____

Annual Gross Sales Mobile Revenue: \$ _____

Annual Gross Sales Online Revenue: \$ _____

Total Annual Gross Sales Revenue: \$ _____

Revenue must include both of these items:

- 1) Delinquent and uncollected debt if cash accounting method is utilized.
- 2) Gross sales revenue of directories acquired during calendar year 2014

Method of Revenue Certification:

- Audited report certified by outside CPA on CPA's letterhead
- Compilation report certified by outside CPA on CPA's letterhead
- Copy of 2014 Federal Income Tax Return - only the section which indicated gross receipts or sales

One of the above methods of revenue certification is required. However, if preparation of one of these acceptable methods is in process, a good faith estimate may be submitted. We may contact you to substantiate the good faith estimate.

Installment Payment Options

Please invoice me in:

- One Payment due Aug 1, 2015
- Two Payments due Aug 1 and Dec. 1, 2015
- Four Payments due Aug 1, Oct. 1, Dec. 1, 2015 and Feb. 1, 2016
- Eight Payments due Aug 1, Sept 1, Oct 1, Nov 1, Dec 1, 2015, Jan 1, Feb 1, and March 1, 2016

The following related information will assist in updating ADP records.

Did you start new directories in 2014? Yes No Number of New Directories: _____
Did you acquire existing directories in 2014 Yes No Number of Acquired Directories: _____
If yes, from what company(ies)? _____

Total number of directories published and certified in this report: _____
Distribution of Directories: _____
Number of Sales Representatives: _____

Certification submitted by:

Name: _____ Signature: _____
Title: _____ Phone number _____

Please return to ADP Headquarters at the address below no later than May 29, 2015.