

1988-1989 NATIONAL SURVEY OF SMALL BUSINESS FINANCES
TECHNICAL MANUAL AND CODEBOOK

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The National Survey of Small Business Finances:
Technical Manual and Codebook

Addenda and Errata

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Legend:

- M Master tape
- P Public-access tape
- R Roster file

- * Change in existing variable
- + Correction to codebook
- # New variable
- Confidential variable, not available on public-access tape.

Section I

- M• RSIC Four-digit SIC code for firm's principal activity.
Questions I_B1, I_B2.

- M• C1201 FIPS state code of physical address of firm headquarters.

- M• C1202 FIPS county code of physical address of firm headquarters.

- M• C1202 MSA number or FIPS county code of physical address of firm headquarters.

- MP* URBAN Metropolitan status of firm's headquarters office.
Metropolitan status has been added for SBA-sample cases.

1. Located in Metropolitan Statistical Area
2. Located in non-MSA county

No missing values

MP# FIRM_BR Bank branching law for state in which firm's headquarters office is located. As of December 1987.

1. Statewide branching
2. Limited branching
3. Unit banking

D. Missing
. Inapplicable

M• C1204 Number of commercial banking organizations in the banking market. As of December 1987. The "banking market" is the Metropolitan Statistical Area (for urban firms) or the county (for rural firms) in which the firm's headquarters office is located.

M• C1205 Deposits at commercial banking organizations in the banking market. As of December 1987. Numbers are in thousands of dollars.

M• C1206 Herfindahl of commercial banking organizations in the banking market. As of December 1987.

M• C1207 Three-firm concentration ratio of commercial banking organizations in the banking market. As of December 1987.

M• C1208 Number of commercial banking organizations and savings institutions in the banking market. As of December 1987.

M• C1209 Deposits at commercial banking organizations and savings institutions in the banking market. As of December 1987. Numbers are in thousands of dollars.

M• C1210 Herfindahl of commercial banking organizations and savings institutions in the banking market. As of December 1987.

M• C1211 Three-firm concentration ratio of commercial banking organizations and savings institutions in the banking market. As of December 1987.

R• BHC_NC Financial institution is part of a bank holding company (non-credit services). As of December 1987.

R• BHCTA_NC Banking assets of the bank holding company (non-credit services). As of December 1987. Numbers are in thousands of dollars.

R• BRLAW_NC Branching law in state where financial institution office is located (non-credit services). As of December 1987.

1. Statewide branching
2. Limited branching
3. Unit banking

D. Missing
. Inapplicable

R• BHC_CR Financial institution is part of a bank holding company (credit services). As of December 1987.

R• BHCTA_CR Banking assets of the bank holding company (credit services).
As of December 1987. Numbers are in thousands of dollars.

D. Missing
. Inapplicable

R• BRLAW_CR Branching law in state where financial institution office is located (credit services). As of December 1987.

1. Statewide branching
2. Limited branching
3. Unit banking

D. Missing
. Inapplicable

Section II

MP+ D_06 Roster number of source.

1-24. Institution/source number

. Inapplicable

Roster Variables

M• RCK01- Corrected RTI checking account flag.
RCK24

1. Discussed in first repetition
2. Discussed in second repetition
3. Discussed in third repetition
4. Discussed in fourth repetition
- N. Not discussed, not in roster
- X. Not discussed, in roster

. Inapplicable

- M• RSV01-
RSV24 Corrected RTI savings account flag.
For codes, see RCK01.

- M• RLE01-
RLE24 Corrected RTI capital leases flag.
For codes, see RCK01.

- M• RLI01-
RLI24 Corrected RTI lines of credit flag.
For codes, see RCK01.

- M• RMR01-
RMR24 Corrected RTI mortgages flag.
For codes, see RCK01.

- M• RMV01-
RMV24 Corrected RTI motor vehicle loan flag.
For codes, see RCK01.

- M• REQ01-
REQ24 Corrected RTI equipment loan flag.
For codes, see RCK01.

- M• ROT01-
ROT24 Corrected RTI other loans flag.
For codes, see RCK01.

- M• R6265-
R6288 Recode for type of transaction services used.

- M• R6289-
R6312 Recode for type of other cash services used.

- M• R6313-
R6336 Recode for type of credit services used.

- M• R6337-
R6360 Recode for use of brokerage services.

- M• R6361-
R6384 Recode for type of trust services used.

- M• RVALUE01-
RVALUE24 Corrected RTI priority code.

- M• R6529-
R6552 Firm moved services to this institution.

1. Yes
2. No

. Inapplicable

- M• R6553-
R6576 Firm moved services from this institution.
1. Yes
2. No
. Inapplicable
- M• R6577-
R6600 Firm shopped for services at this institution.
1. Yes
2. No
. Inapplicable
- M• R6601-
R6624 Firm was solicited for services from this institution.
1. Yes
2. No
. Inapplicable
- M• NBRSER01-
NBRSER24 Number of financial services obtained from institution.
0 - 13
D. Missing
. Inapplicable
- M• R6625-
R6648 Years of conducting business with institution.
1 - 99
D. Missing
. Inapplicable
- M• R6649-
R6672 Method of conductin non-credit business with institution.
1. In person
2. By telephone
3. By mail or wire
D. Missing
. Inapplicable
- M• R6673-
R6696 Method of conducting business with insitution.
1. In person
2. By telephone
3. By mail or wire
D. Missing
. Inapplicable

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Introduction

The National Survey of Small Business Finances (NSSBF) is a one-time survey of small business firms conducted in 1988-89 for the Board of Governors of the Federal Reserve System and the US Small Business Administration. The survey provides information on the use of financial services and institutions for a nationally representative sample of firms (the main sample) and a sample of firms with SBA guaranteed-loans (the SBA sample). The survey design was developed jointly at the Federal Reserve Board and the Research Triangle Institute. Sampling, interviewing, and initial data preparation were performed by Research Triangle Institute. Additional data editing and imputations were done at the Federal Reserve Board.

This codebook documents the public-access data base for the survey. This introduction to the codebook briefly describes the survey and provides general information on the data base and the use of the codebook. The remainder of the codebook describes each of the variables on the data base.

Description of the Survey

This section presents a brief description of the NSSBF. Detailed information on the survey methods can be found in:

Brenda G. Cox, Gregory E. Elliehausen, and John D. Wolken, *The National Survey of Small Business Finances: Final Methodology Report*, RTI Report No. 4131-00F (Research Triangle Institute, 1989).

Other sources of information on the survey are the following documents:
The National Survey of Small Business Finances: Main Study Questionnaire (Research Triangle Institute, 1988);

Brenda G. Cox, Gregory E. Elliehausen, and John D. Wolken, "Surveying Small Businesses About Their Finances," *Proceedings of the Section on Survey Research Methods*, American Statistical Association, 1989.

Gregory E. Elliehausen and John D. Wolken, *Banking Markets and the Use of Financial Services by Small and Medium-Sized Businesses*, Staff Studies 160 (Board of Governors of the Federal Reserve System, 1990).

_____ and _____, "Banking Markets and the Use of Financial Services by Small and Medium-Sized Businesses," *Federal Reserve Bulletin* 76 (October 1990), pp. 801-817.

Survey Objectives. A major objective of the survey was to assess the degree to which small businesses rely on local depository institutions for credit, transactions, and deposit services. The assumption that small businesses are limited to local depository institutions is a key element of the geographic and product market definition for antitrust analysis in banking. The survey is designed to collect information to evaluate the appropriateness of this assumption and to guide the formulation of public policy on mergers and deregulation in financial markets.

The NSSBF was intended, however, to serve a much broader purpose of providing basic data needed to address a wide range of issues in small business finance. These issues include the effect of size as well as information and agency considerations on the capital structure of firms. The survey also provides data that allow a comparison of the capital structures of SBA-assisted firms with those of the general population of small businesses. This comparison may help to understand better the role of government assistance in this area in credit markets.

Target Population. The target population for the main sample of the NSSBF is all nonfinancial, nonfarm small business firms in operation as of December 1987. The unit of observation is the enterprise, which is an aggregation of all offices, branches, and subsidiary companies under common ownership and control. Small is defined as fewer than 500 employees. Nonfinancial, nonfarm businesses are defined as all privately owned and for profit firms, excluding industry groups agriculture, forestry, and fishing; finance and insurance underwriting; and real estate investment trusts.

The target population for the SBA sample is all nonfinancial, nonfarm small business firms that received SBA-guaranteed loans in 1986 and were in operation as of December 1987. Thus, except for the receipt of SBA loans, the SBA sample has the same target population as the main sample.

Sampling. The sampling frame for the main sample is the December 1987 Dun's Market Identifier (DMI) file. Reporting domains of interest for which DMI information was available include industry, Census region, urban/rural location, number of employees, and sales. Frequency distributions indicated that rural firms and larger small businesses would have to be oversampled to achieve approximately equal precision by urban/rural location. Number of employees rather than sales was used for stratification by size because it had fewer missing values on the DMI file.

The sample frame was partitioned on the basis of Census region (Northeast, North Central, South, and West), urban/rural location (firms in MSAs are classified urban; all others are classified rural), and firm size (small=1-49 employees or number of employees unknown, medium=50-99 employees, and large=100 or more employees). This partition produced 24 strata.

The allocation of completed interviews to strata was based on consideration of three constraints: (1) the size of the final sample should be 4,000 completed interviews; (2) domain estimates for small firms in urban and rural areas in each Census region should have approximately equal precision; and (3) domain estimates for medium and large firms in urban and rural locations should have approximately equal precision. Each of the eight strata for small firms were allocated 400 completed interviews. The eight strata for medium-sized firms and the eight strata for large firms were allocated similarly. Two hundred completed interviews were allocated to urban areas and 200 to rural areas. The 200 urban interviews and the 200 rural interviews were allocated proportional to population size across Census regions to reduce the effect of unequal weighting.

The SBA sample was drawn from a list frame of firms receiving SBA-guaranteed loans during 1986. The frame was sorted by Census region, SIC code, and number of employees, and a sequential sampling procedure was used to select a sample of firms from the frame. This procedure leads to a self-weighting sample.

The overlap between the main sample and the SBA sample is unknown. Hence, it is not possible to derive weights for combining the samples. The two samples should not be analyzed jointly.

Content. The questionnaire is organized in four main sections. The first section requested general information on the firm's business activities and ownership. Section II collected a detailed inventory of deposit and investment accounts, financing, and other financial service use; information on the firm's business relationships with financial institutions; use of trade credit; and experience with SBA loans and services (SBA sample only). Section III requested data on sales and expenses, and section IV requested a complete balance sheet. A particular feature of the financial service inventory is that the specific supplier of each service can be identified. This feature permits investigation of "clustering" or bundling of financial services, which is important for product market definition in banking.

Interviewing. Prior to the interview, firms were sent worksheets, which listed the financial information to be collected and provided definitions of the variables (see Cox, Elliehausen and Wolken, Final Methodology Report). The worksheets were designed to help respondents prepare for the interview and to facilitate the use of records. Interviews were conducted by telephone using a computer-assisted telephone (CATI) system. On average, the interviews required 50 minutes to complete.

Response. Response rates were computed by section of the questionnaire. A section is considered complete if a specified percentage of

key questions are not missing. For the main sample, 77.8 percent of eligible respondents completed section I (employment, industry, ownership and management characteristics); 70.9 percent completed section II (financial services inventory and business relationships with financial institutions); and 65.6 percent completed sections III and IV (income statement and balance sheet).

Response rates for the SBA sample were higher than those for the main sample. Eighty-six percent of respondents completed section I; 80.6 percent completed section II; and 77.8 percent completed sections III and IV.

Public-Access Data Base

The public-access data base consists all firms that completed the entire interview. The main sample contains 3,404 firms, and the sample of firms with SBA-guaranteed loans contains 390 firms. These two samples are found on separate files on the public-access data tape. This section discusses the editing and missing value imputations done at the Federal Reserve, describes the analysis weights, and provides basic instructions for the use of this codebook.

Data Editing and Imputations. Data editing performed by Research Triangle Institute was limited to verifying the completeness of interviews, correcting interviewer errors, resolving unusual situations that the CATI system was unable to handle, and verifying that specified response ranges and cross-item restrictions are satisfied. Research Triangle Institute did not attempt to resolve inconsistencies between the financial service inventory and the balance sheet, nor did it correct errors in the balance sheet beyond reviewing the responses with respondents when the numbers did not add up.

Editing to ensure internal consistency of the data set and imputing values for missing data were performed at the Federal Reserve. Generally, there were few problems in responses to section I of the questionnaire, which covered employment, principal industry, ownership and management characteristics, and location of the firm. There were also very few missing values in this part of the questionnaire. Values for some missing data could be obtained from the DMI file (eg, industry, location, and sometimes employment). Most other missing values were imputed by random draw from a conditional frequency distribution or by hot deck. Current employment was estimated from a regression of employment on sales, organization type, and industry (when sales was reported), and the previous year's employment was estimated from a regression of previous employment on current employment, organization type, and industry. Random errors were added to predicted values in both sets of regression imputations.

In section III, sales was neither difficult to report nor particularly sensitive for most respondents. Consequently, there were relatively few missing values. Missing values were imputed by regression. If last year's sales were reported, the regression was sales on last year's sales, age of firm, and organization type. Otherwise, the regression was sales on number of employees, age of firm, and organization type. Separate regressions were estimated for 51 different industry groups, and random terms were added to the predicted values for the imputations.

The reported expense data in section III contain more frequent problems than the sales data did. The expense variables on the public access file have been only partially edited for violations of accounting rules (eg, gross profit is not equal to sales less cost of goods sold) and some improbable events (eg, accounts receivable are greater than sales, cost of goods sold equals inventory). Problems undoubtedly remain. No missing values for the expense variables have been imputed.

Problems were most frequently encountered in the financial service inventory in section II and the balance sheet in section IV. These sections were edited jointly, with each observation being individually reviewed. Responses had to satisfy several constraints. For example, the incidence and dollar amounts of deposit and investment accounts in section II were required to agree with cash holdings in section IV. Also, financial leases and credit in sections II and IV were required to agree, and the appropriate types of assets were necessary if the firm had secured credit. Moreover, the balance sheet identity equating assets and liabilities plus equity had to be satisfied.

Responses were also checked for reasonableness. These checks looked for consistency with other firms of the same size in the same industry in the composition of assets and liabilities, in several common financial ratios, and in the various reported measures of firm size (ie, employment, sales, and assets). Responses were not forced to conform to any particular pattern, but when problems were found, information on industry characteristics was used to help resolve the problems. The sources of information on industry characteristics were Robert Morris Associates, Annual Statement Studies (Robert Morris Associates, 1988) and the NSSBF data set itself.

Sometimes values for missing responses could be obtained by subtraction. In most cases, however, statistical imputations were required. The most common imputation problem involved cases in which the majority of the balance sheet was reported, but values for some of the components of assets, liabilities, or equity were missing. Imputations were generally based on random draws from distributions of financial ratios (eg, sales-to-accounts

receivable, cost of goods sold-to-inventory, sales-to-fixed assets, sales-to-total assets, cost of goods sold-to-accounts payable) for appropriate industry and firm size groups. Ratios of amounts for different types of credit were used to allocate aggregate debt.

For observations with more serious missing value problems or a large discrepancy between the two sides of the balance sheet, total assets was estimated by regression assets on sales, age of firm, and organization type. Again, separate regressions were estimated for 51 different industry groups, and random terms were added to the predicted values for the imputations. Information from the regression generally helped to resolve the cases with large discrepancies in the balance sheet. For the remaining 200 cases, the missing total assets variable was assigned the imputed value from the regression.

All cases on the public access data set have values for total assets (RIV_A16). In addition, dollar amounts of asset accounts and credit outstanding in section II and balance sheet components in section IV are complete for 3,594 cases (3,225 in the main sample and 369 in the SBA sample). These cases can be identified by the variable BSRESULT, which is less than 47 if section II and IV dollar amounts are complete. For the remaining 200 cases (179 in the main sample and 21 in the SBA sample), total assets and account ownership information is available, but dollar amounts in section II and balance sheet components are missing. BSRESULT equals 47 for cases with missing dollar amounts. (See page 8, below.)

Analysis Weights. The analysis weight indicates the number of firms in the population that each observation represents. There are separate analysis weights for the main and SBA samples, but both weights were constructed similarly. A basic weight reflecting the sample design was first calculated. This basic weight was then adjusted for nonresponse to produce the final analysis weight.

The basis for the weight is the selection probability for an observation in the sample. The basic weight, then, is the inverse of the selection probability. Thus, in the main sample, medium-sized and large firms, which were oversampled, have greater selection probabilities and smaller weights than small firms.

In the SBA sample, each observation has the same probability of selection. The basic weight is the inverse of this probability. Thus, the basic weight is equal for all observations in the SBA sample.

These basic weights for both samples were then adjusted for nonresponse in three stages using a weighting class adjustment procedure. The variables used for the weighting classes were firm size, Census region, urban/rural location, industry, organization type, and in the third stage

types of financial services used. Full details of the development of analysis weights are discussed in Cox, Elliehausen, and Wolken, *Final Methodology Report*, pp. 28-34.

The public access tape contains adjusted analysis weights. Again, it is important to note that the adjusted weights for the main and SBA samples were developed independently and cannot be combined.

Codebook Instructions

The variables in the codebook are organized as shown in the table of contents. This organization generally follows the order of questions in the questionnaire. Additional information on the organization and content of the variables is provided at the beginning of each major section of the codebook.

The following information is provided for each variable: (1) the variable name; (2) a brief verbal description of the variable; (3) the question number that corresponds to the variable on the data base or an explanation of how the variable was computed; (4) the response codes for discrete variables or the range of values for continuous variables; and (5) information on missing values. All variables are numeric unless otherwise stated.

Sampling and Weighting Variables

FIRM Firm ID number.

1001 - 1520 SBA sample (390 observations)
2001 - 7547 Main sample (3,404 observations)

BSRESULT Result code for balance sheet edits. This variable indicates whether the account inventory in section II and the balance sheet have been successfully resolved.

less than 47 Not resolved. Dollar amounts are given for total assets (RIV_A16) and liabilities and net worth (RIV_B22). All other dollar amounts are missing.

47 Resolved. All dollar amounts in sections II and IV are nonmissing.

WTANAL3 Analysis weight for completed interviews. Analysis weights adjust for the probability of selection in the sample and differences in nonresponse. Main sample and SBA sample analysis weights apply only to the populations for which they were developed. They are not consistent with each other and therefore cannot be combined.

14.61626 - 22.32089 (SBA sample)
44.86944 - 2531.826 (main sample)

Section I: Characteristics of Firms

This section contains information on general firm characteristics (organizational form, employment, SIC code, minority status), ownership characteristics of partnerships and corporations, firm location (including characteristics of firm's head office market), and financial reporting reference period.

General Characteristics

R1011 **Organization type.**
Question I_C1.

1. Proprietorship
2. Partnership
3. S-Corporation
4. Corporation

No missing values

R1001 **Average full-time-equivalent employees in 1987.** Value equals number of full-time employees plus 1/2 times number of part-time employees.
Questions I_A5 and I_A6.

0.5 - 487

No missing values

R1002 **Full time equivalent employees in 1986.** Value equals number of full-time employees plus 1/2 times number of part-time employees.
Questions I_A7 and I_A8.

0.5 - 450

. Inapplicable, firm founded after 1986
No missing values

RSIC_2

Two digit SIC code for firm's principal activity.
Questions I_B1, I_B2.

Mining

10. Metal mining
12. Bituminous coal and lignite mining
13. Oil and gas extraction
14. Nonmetallic minerals mining, except fuels

Construction

15. General building contractors
16. Heavy construction contractors
17. Special trade contractors

Manufacturing

20. Food and kindred products
21. Tobacco manufacturers
22. Textile mill products
23. Apparel and other textile products
24. Lumber and wood products
25. Furniture and fixtures
26. Paper and allied products
27. Printing and publishing
28. Chemicals and allied products
30. Rubber and miscellaneous plastics products
31. Leather and leather products
32. Stone, clay, and glass products
33. Primary metal industries
34. Fabricated metal products
35. Machinery, except electrical
36. Electric and electronic equipment
37. Transportation equipment
38. Instruments and related products
39. Miscellaneous manufacturing industries

Transportation, communication, and public utilities

41. Local and interurban passenger transit
42. Trucking and warehousing
44. Water transportation
45. Transportation by air
47. Transportation services
48. Communication
49. Electric, gas, and sanitary services

Wholesale trade

50. Wholesale trade--durable goods
51. Wholesale trade--nondurable goods

Retail trade

52. Building materials and garden supplies
53. General merchandise stores
54. Food stores
55. Auto dealers and service stations
56. Apparel and accessory stores
57. Furniture and home furnishing stores
58. Eating and drinking places
59. Miscellaneous retail

Insurance and real estate

- 64. Insurance agents, brokers and services
- 65. Real estate
- 66. Combined real estate, insurance, etc.
- 67. Holding and other investment offices

Services

- 70. Hotels and other lodging places
- 72. Personal services
- 73. Business services
- 75. Auto repair, services and garages
- 76. Miscellaneous repair shops
- 78. Motion pictures
- 79. Amusement and recreation centers
- 80. Health services
- 81. Legal services
- 82. Educational services
- 83. Social services
- 89. Miscellaneous services

No missing values

R1003

Sex of owners.

- Question I_C2: Proprietorship
- Question I_C10: Partnership
- Question I_C30: Corporation

- 1. Male proprietor or less than 50% female ownership
- 2. Female proprietor or 50% or more female ownership

No missing values

R1004

Minority ownership.

- Question I_C3: Proprietorship
- Question I_C11: Partnership
- Question I_C31: Corporation

- 1. 50% or greater ownership by nonwhites or Hispanics
- 2. Less than 50% owned by nonwhites and Hispanics

No missing values

R1005

Race or ethnic status of owners.

- Question I_C4: Proprietorship
- Question I_C12: Partnership
- Question I_C32: Corporation

- 1. Black
- 2. Hispanic
- 3. Asian
- 4. Pacific Islander
- 5. Native American
- 6. More than one group

. Inapplicable, not 50% or more minority ownership

No missing values

- R1006 **How firm acquired by current owners.**
Question I_C5: Proprietorship
Question I_C18: Partnership
Question I_C25 and I_C23: Corporation
1. Founded by current owner
 2. Purchased, inherited, or received as gift
 3. Firm *publicly traded*
- No missing values
- R1007 **Year purchased, acquired, or founded.** This variable indicates the year in which the firm's current owners became owners of the firm. For firms founded by their current owners, R1007 is year founded; for publicly traded firms, it is the year that the firm's stock was first publicly traded.
Question I_C6: Proprietorship
Question I_C19: Partnership
Question I_C24, I_C26 and I_C27: Corporation
- 1870 - 1988
- No missing values
- R1008 **Year founded.**
Question I_C7: Proprietorship
Question I_C20: Partnership
Question I_C27: Corporation
- 1800-1988
- No missing values
- R1009 **Family ownership.**
Question I_C1: Proprietorship
Question I_C13: Partnership
Question I_C33: Corporation
1. Proprietorship or 50% or more of firm owned by single family
 2. Less than 50% of firm owned by single family
- No missing values
- R1010 **Management of firm.**
Question I_C9: Proprietorship
Question I_C22: Partnership
Question I_C29: Corporation
1. Owner
 2. Hired employee
- No missing values

R1012 **Amount of owner's capital to start or purchase the firm.**
Question I_C8: Proprietorship
Question I_C21: Partnership
Question I_C28: Corporation

\$0 to \$7,000,000

D. Missing

Ownership Characteristics of Partnerships

Variables R1020-R1025 provide information on the owners of partnerships. These variables are coded "." (i.e., inapplicable) for other organization types.

R1020 **Number of general partners.**
Question I_C14.

1 - 80

. Inapplicable
No missing values

R1021 **Percent of firm owned by general partners that are individuals.**
Question I_C15a.
0% - 100%

. Inapplicable
No missing values

R1022 **Percent of firm owned by general partners that are businesses or other organizations.**
Question I_C15b.

0% - 50%

. Inapplicable
No missing values

R1023 **Any limited partners.**
Question I_C16.

1. Yes
2. No

. Inapplicable
No missing values

R1024 **Percent of firm owned by limited partners that are individuals.**
Question I_C17a.

0% - 95%

. Inapplicable
No missing values

R1025 **Percent of firm owned by limited partners that are businesses or other organizations.**
Question I_C17b.

0% - 25%

. Inapplicable
No missing values

Ownership Characteristics of Corporations

Variables R1030-R1033 provide information on the owners of corporations. These variables are coded "." (i.e., inapplicable) for other organization types.

R1030 **Percent of common stock held by individuals.** Publicly traded corporations, in addition to noncorporate firms, are coded "." (i.e., inapplicable) for this variable.
Question I_C34.

0% - 100%

. Inapplicable
No missing values

R1031 **Number of stockholders owning 10% or greater share of common stock.**
Question I_C35.

0 - 10

. Inapplicable
No missing values

R1032 **Combined ownership share of stockholders owning 10% or greater share of common stock.**
Question I_C36.

0% - 100%

. Inapplicable
No missing values

R1033 **Total number of stockholders owning common stock.**
Question I_C37.

1 - 19,000

. Inapplicable
No missing values

Firm Location

CENREG **Census region of firm's headquarters office**

1. Northeast
2. North Central
3. South
4. West

No missing values

URBAN **Metropolitan status of firm's office headquarters.**

1. Located in Metropolitan Statistical Area (cross section only)
2. Located in non-MSA county (cross section only)
3. SBA sample, location not available

No missing values

I_D4 **Number of sites firm has.**

Question I_D4.
1 - 500

D. Missing

I_D5 **Number of sites located in same area as firm's headquarters office.** This variable equals one if the firm has only one office.
Question I_D5.

1 - 31

D. Missing

R1206 **Commercial bank deposit herfindahl index of MSA or county where firm's headquarters office is located.** Derived from FDIC Summary of Deposit data.

1. Less than 1000
2. 1000 to 1800
3. More than 1800

No missing values

R1210 **Commercial bank and savings and loan deposit herfindahl index of MSA or county where firm's headquarters office is located.** Derived from FDIC Summary of Deposit data.

1. Less than 1000
2. 1000 to 1800
3. More than 1800

No missing values

Reference Period for Financial Information

I_E1 **Filed taxes under current ownership.** Asked if firm was acquired by current owners or founded after 1986.
Question I_E1.

- 1. Yes
- 2. No

. Inapplicable

I_E2 **Date firm purchased/acquired.** Character variable indicating the day, month, and year on which the firm was purchased or acquired if the firm has not filed taxes under the current ownership.
Question I_E2.

Date

. Inapplicable

I_E3 **Date of last accounting/tax records.** Character variable indicating the day, month, and year of the end of the last fiscal/calendar year for which records are available. Asked of all but the 65 firms responding "no" to question I_E1.
Question I_E3.

Date

. Inapplicable

I_E4 **Records cover the entire 12 months prior to date of last accounting/tax records.**
Question I_E4.

- 1. Yes
- 2. No

. Inapplicable

I_E5 **Beginning date for accounting period.** Character variable indicating the day, month, and year of beginning of fiscal year. Asked of all firms responding "no" to question I_E4.
Question I_E5.

Date

. Inapplicable

ENDDATE **Last date of fiscal year.** Character variable.
Question I_E6.

Day-Month-Year

. Inapplicable

DATE **End month and day of fiscal year.** Character variable.
Month-Day
No missing values

YEAR **Description of fiscal year.** Character variable.
Description (e.g.,FY 1988)
No missing values

MONTHS **Number of months in fiscal year.**
1 - 18
No missing values

Section II

Parts A and B of section II contain an inventory of checking, other deposit, and investment accounts, financial leases, and various types of debt that firms have. For each type of asset or debt, the same set of questions is repeated for up to four institutions. Many questions are repeated across asset or debt categories. Table 1 (immediately following section II, part B) presents a matrix listing each of the variables. Columns in this table depict the specific services, whereas each of the rows shows the type of information collected on a specific service. In most cells, there are four variables for each institution for which the questions are repeated. This matrix is useful for determining where similar types of data were collected on individual services.

At the end of the account inventory is an unallocated debt variable R3119. Data reported in the balance sheet in section IV indicated in some cases that the inventory of outstanding loans in section II was incomplete. The unallocated debt variable is the aggregate dollar amount of all such unreported section II loans.

Part C of section II obtains information in the use of various financial services, other than credit and deposit accounts. These questions deal with other services such as case management, credit card receipts, lock boxes, etc.

Parts D and E of section II identify the sources of financial services mentioned in parts A-C. For sources that are financial institutions, additional information is obtained on the business relationships between the firm and the financial institution. Greater detail is obtained on the business relationships with the first six institutions (D 01-D 06) than on those with the second six institutions (E 01-E 06).

The institutions and their characteristics, identified in Parts D and E, are linked to the specific services identified in parts A, B, and C via "roster numbers" (in variables such as R3001_1-R3001_4). The roster contains information on certain institution characteristics for each of the up to 24 institutions identified by respondents, "flags" indicating which services were obtained from specific institutions, and importantly the distance between the firm and the financial institution. The last section of this codebook describes the roster and lists the roster variables.

Finally, additional information on financial institution use is contained in parts F, G, H, I, and J. Previous financial relationships are included in part F. Shopping for financial services, and solicitations by financial institutions are included in parts G and H respectively. Variables for trade credit usage are included in part I, and for the SBA sample only, responses to questions on SBA borrowing experience are included in part J.

Asset accounts

R3000 **Has checking account.**
Question II_A1.

- 1. Yes
- 2. No

No missing values

R3001_1 **Roster number of checking account institution.** These variables
R3301_2 identify each of the financial institutions at which the firm has
R3001_3 a checking account. If more than four financial institutions
R3001_4 are used for checking, the value 30 is recorded in R3001_4. The
 specific financial institutions represented in the fourth account
 can be identified by finding all roster checking flags having a
 value of four.

- 1-24. Institution number
- 30. More than four institutions (R3001_4 only)
- . Inapplicable

R3004_1 **Dollar balance in checking accounts.**
R3004_2 Question II_A3.

R3004_3
R3004_4 -\$986,296 to \$2,610,000

- D. Missing
- . Inapplicable

R3010 **Has other deposit or investment account.** Includes all deposit
 accounts without checking and money market mutual fund accounts.
Question II_A4.

- 1. Yes
- 2. No

No missing values

R3011_1 **Roster number of other deposit or investment account institution.**
R3011_2 These variables identify each of the financial institutions at
R3011_3 which the firm has an other deposit or investment account. If
R3011_4 more than financial institutions are used for these accounts, the
 value 30 is recorded in R3011_4. The specific financial
 institutions represented in the fourth account can be identified
 by finding all roster savings flags having a value of four.

- 1-24. Institution number
- 30. More than four institutions (R3011_4 only)
- . Inapplicable

R3014_1 Dollar balance in other deposit and investment accounts.
R3014_2 Question II_A6.
R3014_3
R3014_4 \$0 to \$5,668,000

D. Missing
. Inapplicable

Credit and financing

The first group of variables in this part of the codebook is the inventory of loans and leases. It is followed by a set of variables that provide more information on the terms of the most recent loan obtained by the firm.

Inventory of Financial Leases and Loans

R3020 Has financial leases.
Question II_B1.

1. Yes
2. No

No missing values

R3021_1 Roster number of financial lease institution.
R3021_2
R3021_3 1-24. Institution number
R3021_4 30. More than four institutions (R3021_4 only)
96. Used more than 24 institutions

. Inapplicable

R3022_1 Number of leases at institution.
R3022_2 Question II_B3
R3022_3
R3022_4 1-101

D. Missing
. Inapplicable

R3024_1 Present value of remaining lease payments.
R3024_2 Question II_B4
R3024_3
R3024_4 \$0 to \$2,500,000

D. Missing
. Inapplicable

R3030 **Has lines of credit or revolving credit agreements.**
Question II_B5.

1. Yes
2. No

No missing values

R3031_1 **Roster number of line of credit institution.**
R3031_2
R3031_3 1-24. Institution number
R3031_4 30. More than four institutions (R3031_4 only)

 . Inapplicable

R3032_1 **Number of lines of credit.**
R3032_2 Question II_B7
R3032_3
R3032_4 1 - 6

 D. Missing
 . Inapplicable

R3033_1 **Total amount of credit line.**
R3033_2 Question II_B8.
R3033_3
R3033_4 \$300 to \$350,000,000

 D. Missing
 . Inapplicable

R3034_1 **Total amount owed on credit line.**
R3034_2 Question II_B9
R3034_3
R3034_4 \$0 to \$20,000,000

 D. Missing
 . Inapplicable

R3035_1 **Credit line requires compensating balances in checking or savings**
R3035_2 **accounts.**
R3035_3 Question II_B12.
R3035_4

1. Yes
2. No

 D. Missing
 . Inapplicable

R3036_1 **Collateral required for credit at institution.**
R3036_2 Question II_B10.
R3036_3
R3036_4

1. Yes
2. No

 D. Missing
 . Inapplicable

R3036_1A **Type of collateral:** Inventory or accounts receivable.
R3036_2A Question II_B11a.

- R3036_3A
R3036_4A 1. Yes
 2. No

D. Missing
. Inapplicable

R3036_1B **Type of collateral:** Equipment.
R3036_2B Question II_B11b.

- R3036_3B
R3036_4B 1. Yes
 2. No

D. Missing
. Inapplicable

R3036_1C **Type of collateral:** Business real estate.
R3036_2C Question II_B11c.

- R3036_3C
R3036_4C 1. Yes
 2. No

D. Missing
. Inapplicable

R3036_1D **Type of collateral:** Personal real estate.
R3036_2D Question II_B11d.

- R3036_3D
R3036_4D 1. Yes
 2. No

D. Missing
. Inapplicable

R3036_1E **Type of collateral:** Other personal assets.
R3036_2E Question II_B11e.

- R3036_3E
R3036_4E 1. Yes
 2. No

D. Missing
. Inapplicable

R3036_1F **Type of collateral:** Other.
R3036_2F Question II_B11f.

- R3036_3F
R3036_4F 1. Yes
 2. No

D. Missing
. Inapplicable

R3037_1 Cosigner or other guarantor required for credit line at
R3037_2 institution.
R3037_3 Question II_B13
R3037_4

1. Yes
2. No

D. Missing
. Inapplicable

R3037_1A Type of cosigner or guarantor: Owners.
R3037_2A Question II_B14a.
R3037_3A
R3037_4A

1. Yes
2. No

D. Missing
. Inapplicable

R3037_1B Type of cosigner or guarantor: Other individual or business
R3037_2B firms.
R3037_3B Question II_B14b.
R3037_4B

1. Yes
2. No

D. Missing
. Inapplicable

R3037_1C Type of cosigner or guarantor: Small Business Administration.
R3037_2C Question II_B14c.
R3037_3C
R3037_4C

1. Yes
2. No

D. Missing
. Inapplicable

R3037_1D Type of cosigner or guarantor: Another government agency.
R3037_2D Question II_B14d.
R3037_3D
R3037_4D

1. Yes
2. No

D. Missing
. Inapplicable

R3037_1E Type of cosigner or guarantor: Other.
R3037_2E Question II_B14e.
R3037_3E
R3037_4E

1. Yes
2. No

D. Missing
. Inapplicable

R3040 **Has mortgages on business real estate.**
Question II_B15.

1. Yes
2. No

No missing values

R3041_1 **Roster number of mortgage institution.**
R3041_2
R3041_3 1-24. Institution number
R3041_4 30. More than four institutions (R3041_4 only)

 . Inapplicable

R3042_1 **Number of mortgages at institution.**
R3042_2 Question II_B17.
R3042_3
R3042_4 1-28

 D. Missing
 . Inapplicable

R3044_1 **Total principal owed on mortgage.**
R3044_2 Question II_B18.
R3044_3
R3044_4 \$983 to \$10,803,684

 D. Missing
 . Inapplicable

R3045_1 **Mortgages require compensating balances in checking or savings**
R3045_2 **accounts.**
R3045_3 Question II_B19.
R3045_4

1. Yes
2. No

 D. Missing
 . Inapplicable

R3047_1 **Consigner or other guarantor required to get mortgage.**
R3047_2 Question II_B20.
R3047_3
R3047_4

1. Yes
2. No

 D. Missing
 . Inapplicable

R3047_1A Type of cosigner or guarantor: Owners.
R3047_2A Question II_B21a.

- R3047_3A
R3047_4A
- 1. Yes
 - 2. No
- D. Missing
. Inapplicable

R3047_1B Type of cosigner, or guarantor: Other individuals or
R3047_2B business firms.
R3047_3B Question II_B21b.

- R3047_4B
- 1. Yes
 - 2. No
- D. Missing
. Inapplicable

R3047_1C Type of cosigner or guarantor: Small Business Administration.
R3047_2C Question II.B21c.

- R3047_3C
R3047_4C
- 1. Yes
 - 2. No
- D. Missing
. Inapplicable

R3047-1D Type of cosigner or guarantor: Another government agency.
R3047_2D Question II_B21d.

- R3047_3D
R3047_4D
- 1. Yes
 - 2. No
- D. Missing
. Inapplicable

R3047_1E Type of cosigner or guarantor: Other.
R3047_2E Question II_B21e.

- R3047_3E
R3047_4E
- 1. Yes
 - 2. No
- D. Missing
. Inapplicable

R3050 Has motor vehicle loans.
Question II_B22.

- 1. Yes
 - 2. No
- No missing values

R3051_1 Roster number of motor vehicle loan institution.
R3051_2
R3051_3 1-24. Institution number
R3051_4 30. More than four institutions (R3051_4 only)
. Inapplicable

R3052_1 Number of motor vehicle loans at institution.
R3052_2 Question II_B24.
R3052_3
R3052_4 1 - 250
D. Missing
. Inapplicable

R3054_1 Total principal owed on motor vehicle loan at institution.
R3054_2 Question II_B25.
R3054_3
R3054_4 \$0 to \$5,000,000
D. Missing
. Inapplicable

R3055_1 Motor vehicle loan requires compensating balances in checking
R3055_2 or savings accounts.
R3055_3 Question II-B26.
R3055-4
1. Yes
2. No
D. Missing
. Inapplicable

R3057_1 Cosigner or guarantor required to get motor vehicle loans at
R3057_2 institution.
R3057_3 Question II.B27.
R3057_4
1. Yes
2. No
D. Missing
. Inapplicable

R3057_1A Type of cosigner or guarantor: Owners.
R3057_2A Question II_B28a.
R3057_3A
R3057_4A
1. Yes
2. No
D. Missing
. Inapplicable

R3057_1B Type of cosigner or guarantor: Other individuals or business
R3057_2B firms.
R3057_3B Question II_B28b.
R3057_4B

- 1. Yes
- 2. No

- D. Missing
- . Inapplicable

R3057_1C Type of cosigner or guarantor: Small Business Administration.
R3057_2C Question II_28c.
R3057_3C
R3057_4C

- 1. Yes
- 2. No

- D. Missing
- . Inapplicable

R3057_1D Type of cosigner or guarantor: Another government agency.
R3057_2D Question II_B28d.
R3057_3D
R3057_4D

- 1. Yes
- 2. No

- D. Missing
- . Inapplicable

R3057_1E Type of cosigner or guarantor: Other.
R3057_2E Question II-B28e.
R3057_3E
R3057_4E

- 1. Yes
- 2. No

- D. Missing
- . Inapplicable

R3060 Has equipment loans.
Question II_B29.

- 1. Yes
- 2. No

- No missing values

R3061_1 Roster number of equipment loan institution.
R3061_2
R3061_3 1-24. Institution Number.
R3061_4 30. More than four institutions (R3061-4 only)
96. Used more than 24 institutions

- . Inapplicable

R3062_1 Number of Equipment loans at Institution.
R3062_2 Question II_B31.
R3062_3
R3062_4 1 - 30

D. Missing
. Inapplicable

R3064_1 Total principal owed on equipment loan at institution.
R3064_2 Question II_B32.
R3064_3
R3064_4 \$82 to \$8,185,000

D. Missing
. Inapplicable

R3065_1 Compensating balance in checking or savings accounts required
R3065_2 for equipment loan.
R3065_3 Question II_B33.
R3065_4
1. Yes
2. No

D. Missing
. Inapplicable

R3067_1 Cosigner or guarantor required for equipment loan at
R3067_2 institution.
R3067_3 Question II_B34.
R3067_4
1. Yes
2. No

D. Missing
. Inapplicable

R3067_1A Type of cosigner or guarantor: Owners.
R3067_2A Question II-B35a.
R3067_3A
R3067_4A 1. Yes
2. No

D. Missing
. Inapplicable

R3067_1B Type of cosigner or guarantor: Other individuals or business
R3067_2B firms.
R3067_3B Question II_B35b.
R3067_4B
1. Yes
2. No

D. Missing
. Inapplicable

R3067_1C Type of cosigner or guarantor: Small Business Administration.
R3067_2C Question II_B35c.

- R3067_3C 1. Yes
R3067_4C 2. No

D. Missing
. Inapplicable

R3067_1D Type of cosigner or guarantor: Another government agency.
R3067_2D Question II_B35d.

- R3067_3D 1. Yes
R3067_4D 2. No

D. Missing
. Inapplicable

R3067_1E Type of cosigner or guarantor: Other.
R3067_2E Question II_B35e.

- R3067_3E 1. Yes
R3067_4E 2. No

D. Missing
. Inapplicable

R3070 Has loans from partners or stockholders.
Question II_B36.

1. Yes
2. No

. Inapplicable, firm is a proprietorship
No missing values

R3072_1 Number of loans from owners.
Question II_B37.

- 1-50

D. Missing
. Inapplicable

R3074_1 Total principal owed to owners.
Question II_B38.

- \$39 to \$7,492,000

D. Missing
. Inapplicable

R3076_1 Collateral required for loans from owners.
Question II_B39.

- 1. Yes
- 2. No

- D. Missing
- . Inapplicable

R3076_1A Type of collateral: Inventory or accounts receivable.
Question II_B40a.

- 1. Yes
- 2. No

- D. Missing
- . Inapplicable

R3076_1B Type of collateral: Equipment.
Question II_B40b.

- 1. Yes
- 2. No

- D. Missing
- . Inapplicable

R3076_1C Type of collateral: Business real estate.
Question II_B40c.

- 1. Yes
- 2. No

- D. Missing
- . Inapplicable

R3076_1D Type of collateral: Personal real estate.
Question II_B40d.

- 1. Yes
- 2. No

- D. Missing
- . Inapplicable

R3076_1E Type of collateral: Other personal assets.
Question II_B40e.

- 1. Yes
- 2. No

- D. Missing
- . Inapplicable

- R3076_1F **Type of collateral: Other.**
Question II_B40f.
- 1. Yes
 - 2. No

 - D. Missing
 - . Inapplicable
- R3077_1 **Cosigner or guarantor required to get loan from owners.**
Question II_B41.
- 1. Yes
 - 2. No

 - D. Missing
 - . Inapplicable
- R3077_1A **Cosigner or guarantor: Owners.**
Question II_B42a.
- 1. Yes
 - 2. No

 - D. Missing
 - . Inapplicable
- R3077_1B **Type of cosigner or guarantor: Other individuals or business firms.**
Question II_B42b.
- 1. Yes
 - 2. No

 - D. Missing
 - . Inapplicable
- R3077_1E **Type of cosigner or guarantor: Other.**
Question II_B42e.
- 1. Yes
 - 2. No

 - D. Missing
 - . Inapplicable
- R3080 **Has any other loans.**
Question II_B43.
- 1. Yes
 - 2. No
- No missing values

- R3081_1 **First institution for other loans.**
 1-24. Institution number
 96. Used more than 24 institutions
- R3082_1 **Number of loans from first other loan institution.**
 Question II_B45.

 1 - 15

 D. Missing
 . Inapplicable
- R3084_1 **Principal owed on largest loans at first institution.**
R3084_2 Question II_B47.
R3084_3
R3084_4 \$70 to \$14,000,000

 D. Missing
 . Inapplicable
- R3085_1 **Loan at first other loan institution requires compensating**
R3085_2 **balances in checking or savings accounts.**
R3085_3 Question II_B50.
R3085_4

 1. Yes
 2. No

 D. Missing
 . Inapplicable
- R3086_1 **Collateral required on other loan at first other loan**
R3086_2 **institution.**
R3086_3 Question II_B48.
R3086_4

 1. Yes
 2. No

 D. Missing
 . Inapplicable
- R3086_1A **Type of collateral: Inventory or accounts receivable.**
R3086_2A Question II_B49a
R3086_3A
R3086_4A 1. Yes
 2. No

 D. Missing
 . Inapplicable

R3086_1B **Type of collateral: Equipment.**
R3086_2B Question II_B49b.
R3086_3B
R3086_4B 1. Yes
 2. No

 D. Missing
 . Inapplicable

R3086_1C **Type of collateral: Business securities or deposits.**
R3086_2C Question II_B49c.
R3086_3C
R3086_4C 1. Yes
 2. No

 D. Missing
 . Inapplicable

R3086_1D **Type of collateral: Business real estate.**
R3086_2D Question II_B49d.
R3086_3D
R3086_4D 1. Yes
 2. No

 D. Missing
 . Inapplicable

R3086_1E **Type of collateral: Personal real estate.**
R3086_2E Question II_B49e.
R3086_3E
R3086_4E 1. Yes
 2. No

 D. Missing
 . Inapplicable

R3086_1F **Type of collateral: Other personal assets.**
R3086_2F Question II_B49f.
R3086_3F
R3086_4F 1. Yes
 2. No

 D. Missing
 . Inapplicable

R3086_1G **Type of collateral: Other assets.**
R3086_2G Question II_B49g.
R3086_3G
R3086_4G 1. Yes
 2. No

 D. Missing
 . Inapplicable

R3087_1 Cosigner or other guarantor required for other loan at first
R3087_2 other loan institution.
R3087_3 Question II_B51.
R3087_4

- 1. Yes
- 2. No

D. Missing
. Inapplicable

R3087_1A Type of cosigner or guarantor: Owners.
R3087_2A Question II_B52a.
R3087_3A
R3087_4A

- 1. Yes
- 2. No

D. Missing
. Inapplicable

R3087_1B Type of cosigner or guarantor: Other individuals or business
R3087_2B firms.
R3087_3B Question II_B52b.
R3087_4B

- 1. Yes
- 2. No

D. Missing
. Inapplicable

R3087_1C Type of cosigner or guarantor: Small Business Administration.
R3087_2C Question II_B52c.
R3087_3C
R3087_4C

- 1. Yes
- 2. No

D. Missing
. Inapplicable

R3087_1D Type of cosigner or guarantor: Another government.
R3087_2D Question II_B52d.
R3087_3D
R3087_4D

- 1. Yes
- 2. No

D. Missing
. Inapplicable

R3087_1E Type of cosigner or guarantor: Other.
R3087_2E Question II_B52e.
R3087_3E
R3087_4E

- 1. Yes
- 2. No

D. Missing
. Inapplicable

R3088_1 Term of other loan at first institution.
R3088_2 Question II_B46.
R3088_3
R3088_4 0 - 361 Months

D. Missing
. Inapplicable

R3091_1 Roster number of second institution for other loans.

1-24. Institution number

. Inapplicable

R3092_1 Number of other loans from second other loan institution.
Question II_B45.

1 - 3

D. Missing
. Inapplicable

R3094_1 Principal owed on other loan at second other loan institution
R3094_2 Question II_B47.
R3094_3
R3094_4 \$1,298 to \$4,000,000

D. Missing
. Inapplicable

R3095_1 Loan at second other loan institution requires compensating
R3095_2 balances in checking or savings accounts.
R3095_3 Question II_B50.
R3095_4

1. Yes
2. No

D. Missing
. Inapplicable

R3096_1 Collateral required on other loan at second other loan
R3096_2 institution.
R3096_3 Question II_B48.
R3096_4

1. Yes
2. No

D. Missing
. Inapplicable

R3096_1A **Type of collateral:** Inventory or accounts receivable.
R3096_2A Question II_B49a.

- R3096_3A
R3096_4A 1. Yes
 2. No

D. Missing
. Inapplicable

R3096_1B **Type of collateral:** Equipment.
R3096_2B Question II_B49b.

- R3096_3B
R3096_4B 1. Yes
 2. No

D. Missing
. Inapplicable

R3096_1C **Type of collateral:** Business securities or deposits.
R3096_2C Question II_B49c.

- R3096_3C
R3096_4C 1. Yes
 2. No

D. Missing
. Inapplicable

R3096-1D **Type of collateral:** Business real estate.
R3096_2D Question II_B49d.

- R3096_3D
R3096_4D 1. Yes
 2. No

D. Missing
. Inapplicable

R3096_1E **Type of collateral:** Personal real estate.
R3096_2E Question II_B49e.

- R3096_3E
R3096_4E 1. Yes
 2. No

D. Missing
. Inapplicable

R3096_1F **Type of collateral:** Other personal assets.
R3096_2F Question II_49f.

- R3096_3F
R3096_4F 1. Yes
 2. No

D. Missing
. Inapplicable

R3096_1G Type of collateral: Other assets.
R3096_2G Question II_B49g.
R3096_3G
R3096_4G 1. Yes
 2. No

 D. Missing
 . Inapplicable

R3097_1 Cosigner or other guarantor required for other loan at second
R3097_2 other loan institution.
R3097_3 Question II_B51.
R3097_4

 1. Yes
 2. No

 D. Missing
 . Inapplicable

R3097_1A Type of cosigner or guarantor: Owners.
R3097_2A Question II_B52a.
R3097_3A
R3097_4A 1. Yes
 2. No

 D. Missing
 . Inapplicable

R3097_1B Type of cosigner or guarantor: Other individuals or business
R3097_2B firms.
R3097_3B Question II_B52b.
R3097_4B

 1. Yes
 2. No

 D. Missing
 . Inapplicable

R3097_1C Type of cosigner or guarantor: Small Business Administration.
R3097_2C Question II_B52c.
R3097_3C
R3097_4C 1. Yes
 2. No

 D. Missing
 . Inapplicable

R3097_1D Type of cosigner or guarantor: Another government agency.
R3097_2D Question II_B52d.
R3097_3D
R3097_4D 1. Yes
 2. No

 D. Missing
 . Inapplicable

R3097_1E Cosigner or guarantor: Other.
R3097_2E Question II_B52e.
R3097_3E
R3097_4E 1. Yes
 2. No

 D. Missing
 . Inapplicable

R3098_1 Term of other loan at second institution.
R3098_2 Question II_B46.
R3098_3
R3098_4 0 - 360 Months

 D. Missing
 . Inapplicable

R3101_1 Roster number of third institution for other loans.

 1-24. Institution number
 . Inapplicable

R3102_1 Number of other loans from third other loan institution.
 Question II_B45.

 1 - 25

 D. Missing
 . Inapplicable

R3104_1 Principal owed on other loan at third institution.
R3104_2 Question II_B47.
R3104_3
R3104_4 \$323 - \$590,000

 D. Missing
 . Inapplicable

R3105_1 Loan at third other loan institution requires compensating
R3105_2 balances in checking or savings accounts.
R3105_3 Question II_B50
R3105_4

 1. Yes
 2. No

 D. Missing
 . Inapplicable

R3106_1 Collateral required on other loan at third other loan
R3106_2 institution.
R3106_3 Question II_B48.
R3106_4

- 1. Yes
- 2. No

- D. Missing
- . Inapplicable

R3106_1A Type of collateral: Inventory or accounts receivable.
R3106_2A Question II_B49a.
R3106_3A
R3106_4A

- 1. Yes
- 2. No

- D. Missing
- . Inapplicable

R3106_1B Type of collateral: Equipment.
R3106_2B Question II_B49b.
R3106_3B
R3106_4B

- 1. Yes
- 2. No

- D. Missing
- . Inapplicable

R3106_1C Type of collateral: Business securities or deposits.
R3106_2C Question II_B49c.
R3106_3C
R3106_4C

- 1. Yes
- 2. No

- D. Missing
- . Inapplicable

R3106_1D Type of collateral: Business real estate.
R3106_2D Question II_B49d.
R3106_3D
R3106_4D

- 1. Yes
- 2. No

- D. Missing
- . Inapplicable

R3106_1E Type of collateral: Personal real estate.
R3106_2E Question II_B49e.
R3106_3E
R3106_4E

- 1. Yes
- 2. No

- D. Missing
- . Inapplicable

R3106_1F Type of collateral: Other personal assets.
R3106_2F Question II_B49f.
R3106_3F
R3106_4F 1. Yes
 2. No

 D. Missing
 . Inapplicable

R3106_1G Type of collateral: Other assets.
R3106_2G Question II_B49g.
R3106_3G
R3106_4G 1. Yes
 2. No

 D. Missing
 . Inapplicable

R3107_1 Cosigner or other guarantor required to get other loan at third
R3107_2 other loan institution.
R3107_3 Question II_B51.
R3107_4

 1. Yes
 2. No

 D. Missing
 . Inapplicable

R3107_1A Type of cosigner or guarantor: Owners.
R3107_2A Question II_B52a.
R3107_3A
R3107_4A 1. Yes
 2. No

 D. Missing
 . Inapplicable

R3107_1B Type of cosigners or guarantor: Other individuals or business
R3107_2B firms.
R3107_3B Question II_B52b.
R3107_4B

 1. Yes
 2. No

 D. Missing
 . Inapplicable

R3107_1C Type of cosigner or guarantor: Small Business Administration.
R3107_2C Question II_B52c.
R3107_3C
R3107_4C 1. Yes
 2. No

 D. Missing
 . Inapplicable

R3107_1D Type of cosigner or guarantor: Another government agency.
R3107_2D Question II_B52d.
R3107_3D
R3107_4D 1. Yes
 2. No

 D. Missing
 . Inapplicable

R3107_1E Type of cosigner or guarantor: Other.
R3107_2E Question II_B52e.
R3107_3E
R3107_4E 1. Yes
 2. No

 D. Missing
 . Inapplicable

R3108_1 Term of other loan at third institution.
R3108_2 Question II_B46.
R3108_3
R3108_4 0 - 360 Months

 D. Missing
 . Inapplicable

R3111_1 Roster number of fourth institution for other loans.

 1-24. Institution number
 30. Used more than four institutions

 . Inapplicable

R3112_1 Number of other loans from fourth other loan institution.
 Question II_B45.

 1 - 2

 D. Missing
 . Inapplicable

R3114_1 Principal owed on other loan at fourth other loan institution.
R3114_2 Question II_B47.

 \$8,083 to \$112,500

 D. Missing
 . Inapplicable

R3115_1 Loan at fourth other loan institution requires compensating
R3115_2 balances in checking or savings accounts.
Question II_B50.

- 1. Yes
- 2. No

- D. Missing
- . Inapplicable

R3116_1 Collateral required on other loan at fourth other loan
R3116_2 institution.
Question II_B48.

- 1. Yes
- 2. No

- D. Missing
- . Inapplicable

R3116_1A Type of collateral: Inventory or accounts receivable.
R3116_2A Question II_B49a.

- 1. Yes
- 2. No

- D. Missing
- . Inapplicable

R3116_1B Type of collateral: Equipment.
R3116_2B Question II_B49b.

- 1. Yes
- 2. No

- D. Missing
- . Inapplicable

R3116_1C Type of collateral: Business securities or deposits.
R3116_2C Question II_B49c.

- 1. Yes
- 2. No

- D. Missing
- . Inapplicable

R3116_1D Type of collateral: Business real estate required as
R3116_2D collateral.
Question II_B49d.

- 1. Yes
- 2. No

- D. Missing
- . Inapplicable

R3116_1E Type of collateral: Personal real estate.
R3116_2E Question II_B49e.

- 1. Yes
- 2. No

- D. Missing
- . Inapplicable

R3116_1F Type of collateral: Other personal assets.
R3116_2F Question II_B49f.

- 1. Yes
- 2. No

- D. Missing
- . Inapplicable

R3116_1G Type of collateral: Other assets.
R3116_2G Question II_B49g.

- 1. Yes
- 2. No

- D. Missing
- . Inapplicable

R3117_1 Cosigner or other guarantor required to get other loan at
R3117_2 fourth other loan institution.
Question II_B51.

- 1. Yes
- 2. No

- D. Missing
- . Inapplicable

R3117_1A Type of cosigner or guarantor: Owners.
R3117_2A Question II_B52a.

- 1. Yes
- 2. No

- D. Missing
- . Inapplicable

R3117_1B Type of cosigner or guarantor: Other individuals or business
R3117_2B firms.
Question II_B52b.

- 1. Yes
- 2. No

- D. Missing
- . Inapplicable

R3117_1C **Type of cosigner or guarantor: Small Business Administration.**
R3117_2C Question II_B52c.

- 1. Yes
- 2. No

- D. Missing
- . Inapplicable

R3117_1D **Type of cosigner or guarantor: Another government agency.**
R3117_2D Question II_B52d.

- 1. Yes
- 2. No

- D. Missing
- . Inapplicable

R3117_1E **Type of cosigner or guarantor: Other.**
R3117_2E Question II_B52e.

- 1. Yes
- 2. No

- D. Missing
- . Inapplicable

R3118_1 **Term of other loan at fourth institution.**
R3118_2 Question II_B46.

- 0 - 180 Months

- D. Missing
- . Inapplicable

R3119 **Dollar amount of unallocated debts.** Data from the balance sheet in section IV indicated in some cases that the inventory of outstanding loans in section II was incomplete. R3119 is the aggregate dollar amount of all such unreported section II debts.

- \$0 to \$3,898,2000

- D. Missing

Table 1: Variables for Section II, parts A and B

	Checking Savings		Leases	Credit lines	Mortg.	Auto loans	Equip. loans
Has any	R3000	R3010	R3020	R3030	R3040	R3050	R3060
Inst. nbr	R3001_1 -R3001_4	R3011_1 -R3011_4	R3021_1 -R3021_4	R3031_1 -R3031_4	R3041_1 -R3041_4	R3051_1 -R3051_4	R3061_1 -R3061_4
Nbr accts			R3022_1 -R3022_4	R3032_1 -R3032_4	R3042_1 -R3042_4	R3052_1 -R3052_4	R3062_1 -R3062_4
Amt cr. line				.R3033_1 -R3033_4			
Bal./ owed	R3004_1 -R3004_4	R3014_1 -R3014_4	R3024_1 -R3024_4	R3034_1 -R3034_4	R3044_1 -R3044_4	R3054_1 -R3054_4	R3064_1 -R3064_4
Comp. bal.				R3035_1 -R3035_4	R3045_1 -R3045_4	R3055_1 -R3055_4	R3065_1 -R3065_4
Collateral				R3036_1 -R3036_4			
Type collateral				R3036_1A -R3036_1F, R3036_2A -R3036_2F, R3036_3A -R3036_3F, R3036_4A -R3036_4F			
Guarantor				R3037_1 -R3037_4	R3047_1 -R3047_4	R3057_1 -R3057_4	R3067_1 -R3067_4
Type guarantor				R3037_1A -R3037_1E, R3037_2A -R3037_2E, R3037_3A -R3037_3E, R3037_4A -R3037_4E	R3047_1A -R3047_1E, R3047_2A -R3047_2E, R3047_3A -R3047_3E, R3047_4A -R3047_4E	R3057_1A -R3057_1E, R3057_2A -R3057_2E, R3057_3A -R3057_3E, R3057_4A -R3057_4E	R3067_1A -R3067_1E, R3067_2A -R3067_2E, R3067_3A -R3067_3E, R3067_4A -R3067_4E
Loan term							

Table 1 (continued)
Variables for section II, parts A and B

	Owner Loan	Other Loans	Other, inst. 1	Other, inst. 2	Other, inst. 3	Other, inst. 4	Unallocated Credit
Has any	R3070	R3080					
Inst. nbr			R3081_1	R3091_1	R3101_1	R3111_1	
Nbr accts	R3072_1		R3082_1	R3092_1	R3102_1	R3112_1	
Amt cr. line							
Bal./ owed	R3074_1		R3084_1 -R3084_4	R3094_1 -R3094_4	R3104_1 -R3104_4	R3114_1, R3114_2	R3119
Comp. bal.			R3085_1 -R3085_4	R3095_1 -R3095_4	R3105_1 -R3105_4	R3115_1, R3115_2	
Collat- eral	R3076_1		R3086_1 -R3086_4	R3096_1 -R3096_4	R3106_1 -R3106_4	R3116_1, R3116_2	
Type collat- eral	R3076_1A R3076_1B R3076_1D R3076_1E R3076_1F R3076_1G		R3086_1A -R3086_1G, R3086_2A -R3086_2G, R3086_3A -R3086_3G, R3086_4A -R3086_4G	R3096_1A -R3096_1G, R3096_2A -R3096_2G, R3096_3A -R3096_3G, R3096_4A -R3096_4G	R3106_1A -R3106_1G, R3106_2A -R3106_2G, R3106_3A -R3106_3G, R3106_4A -R3106_4G	R3116_1A -R3116_1G, R3116_2A -R3116_2G	
Guar- antor	R3077_1		R3087_1 -R3087_4	R3097_1 -R3097_4	R3107_1 -R3107_4	R3117_1, R3117_2	
Type guar- antor	R3077_1A R3077_1B R3077_1E		R3087_1A -R3087_1E, R3087_2A -R3087_2E, R3087_3A -R3087_3E, R3087_4A -R3087_4E	R3097_1A -R3097_1E, R3097_2A -R3097_2E, R3097_3A -R3097_3E, R3097_4A -R3097_4E	R3107_1A -R3107_1E, R3107_2A -R3107_2E, R3107_3A -R3107_3E, R3107_4A -R3107_4E	R3117_1A -R3117_1E, R3117_2A -R3117_2E,	
Loan term			R3088_1 -R3088_4	R3098_1 -R3098_4	R3108_1 -R3108_4	R3118_1, R3118_2	

Terms of Most Recent Loan

- R3120 Roster number of institutional source for most recent loan.
Question II_B53.
- 1-24. Institution number
 - 94. Interviewer error; questions coded inapplicable (117 cases)
 - 95. Credit only from noninstitutional sources; questions coded
- . Inapplicable, firm has no loans
- R3121 Type of most recent loan.
Questions II_B54 and II_B55.
- 10. Line of credit
 - 20. Mortgage
 - 30. Motor vehicle loan
 - 40. Equipment loan
 - 51. Other loan nbr 1
 - 52. Other loan nbr 2
 - 53. Other loan nbr 3
 - 54. Other loan nbr 4
 - 55. Other loan, not discussed
 - 59. Other loan, DK which
 - 60. Lease
- D. Missing
- . Inapplicable
- R3122 Month most recent loan was obtained.
Question II_B56.
- 1 - 12
- D. Missing
- . Inapplicable
- R3123 Year most recent loan was obtained.
Question II_B56.
- 1955 - 1988
- D. Missing
- . Inapplicable
- R3124 Interest rate fixed or variable.
Question II_B57.
- 1. Fixed
 - 2. Variable
- D. Missing
- . Inapplicable

R3125 Interest rate indexed to the prime rate.
Question II_B58.

- 1. Yes
- 2. No

- D. Missing
- . Inapplicable

R3126 Number of percentage points over/under the prime rate.
Question II_B59.

- 0 - 10

- D. Missing
- . Inapplicable

R3127 Over/at/under prime.
Question II_B59.

- 1. Over
- 2. Under
- 3. At

- D. Missing
- . Inapplicable

R3128 Original annual rate of interest.
Question II_B60.

- 0 - 24.5

- D. Missing
- . Inapplicable

R3129 Amount borrowed/amount of credit line.
Question II_B61.

- \$0 - \$350,000,000

- D. Missing
- . Inapplicable

R3130 Original term of loan.
Question II_B62.

- 0 - 420 Months

- D. Missing
- . Inapplicable

- R3131 Collateral required to obtain loan.
Question II_B63.
- 1. Yes
 - 2. No
 - D. Missing
 - . Inapplicable
- R3132 Type of collateral: Inventory or accounts receivable.
Question II_B64a
- 1. Yes
 - 2. No
 - D. Missing
 - . Inapplicable
- R3133 Type of collateral: Equipment.
Question II_B64b.
- 1. Yes
 - 2. No
 - D. Missing
 - . Inapplicable
- R3134 Type of collateral: Business securities or deposits.
Question II_B64c.
- 1. Yes
 - 2. No
 - D. Missing
 - . Inapplicable
- R3135 Type of collateral: Business real estate.
Question II_B64d.
- 1. Yes
 - 2. No
 - D. Missing
 - . Inapplicable
- R3136 Type of collateral: Personal real estate.
Question II_B64e.
- 1. Yes
 - 2. No
 - D. Missing
 - . Inapplicable

R3137 **Type of collateral: Other personal assets.**
Question II_B64f.

- 1. Yes
- 2. No

- D. Missing
- . Inapplicable

R3138 **Type of collateral: Other assets.**
Question II_B64g.

- 1. Yes
- 2. No

- D. Missing
- . Inapplicable

R3139 **Loan requires compensating balances.**
Question II_B65.

- 1. Yes
- 2. No

- D. Missing
- . Inapplicable

Other Financial Services

R3140 **Obtains money and coin services.**
Question II_C1.

- 1. Yes
- 2. No

- D. Missing
- . Inapplicable

R3141_1 **Roster number of institution/source.**
R3141_2 Question II_C2.

- R3141_3 1-24. Institution number
- R3141_4 30. More than four institutions (R3141_4 only)

- . Inapplicable

R3142 **Obtains cash management service.**
Question II_C3.

- 1. Yes
- 2. No

- D. Missing
- . Inapplicable

R3143_1 Roster number of institution/source.
R3143_2 Question II_C4A.
R3143_3
R3143_4 1-24. Institution number
30. More than four institutions (R3143-4 only)
. Inapplicable

R3144 Obtains credit card receipts processing.
Question II_C5.
1. Yes
2. No
D. Missing
. Inapplicable

R3145_1 Roster number of institution/source.
R3145_2 Question II_C6.
R3145_3
R3145_4 1-24. Institution number
30. More than four institutions (R3145-4 only)
. Inapplicable

R3146 Obtains night depository service.
Question II_C7.
1. Yes
2. No
. Inapplicable

R3147_1 Roster number of institution/source
R3147_2 Question II_C8.
R3147_3
R3147_4 1-24. Institution number
30. More than four institutions (R3147_4 only)
. Inapplicable

R3148 Obtains brokerage services.
Question II_C9.
1. Yes
2. No
D. Missing
. Inapplicable

R3149_1 Roster number of institution/source.
R3149_2 Question II_C10.
R3149_3
R3149_4 1-24. Institution number
30. More than four institutions (R3149-4 only)
. Inapplicable

R3150 Obtains letters of credit or banker's acceptances.
Question II_C11.
1. Yes
2. No
D. Missing
. Inapplicable

R3151_1 Roster number of institution/source.
R3151_2 Question II_C12.
R3151_3
R3151_4 1-24. Institution number
30. More than four institutions (R3151-4 only)
. Inapplicable

R3152 Obtains some financial service other than those mentioned in
questions R3140-R3151.
Question II_C13.
1. Yes
2. No
D. Missing
. Inapplicable

R3153_1 Roster number of institution/source used for services.
R3153_2 Question II_C14.
R3153_3
R3153_4 1-24. Institution number
30. More than four institutions (R3153-4 only)
. Inapplicable

R3154_1 Type of other services: Pension funds.
R3154_2 Question II_C15a.
R3154_3
R3154_4 1. Yes
2. No
D. Missing
. Inapplicable

R3155_1 **Type of other services:** Business trust services.
R3155_2 Question II_C15b.

R3155_3
R3155_4

- 1. Yes
- 2. No

D. Missing
. Inapplicable

R3156_1 **Type of other services:** Lock box.
R3156_2 Question II_C15c.

R3156_3
R3156_4

- 1. Yes
- 2. No

D. Missing
. Inapplicable

R3157_1 **Type of other services:** Safekeeping for securities.
R3157_2 Question II_C15d.

R3157_3
R3157_4

- 1. Yes
- 2. No

D. Missing
. Inapplicable

R3158_1 **Type of other services:** Factoring.
R3158_2 Question II_C15e.

R3158_3
R3158_4

- 1. Yes
- 2. No

D. Missing
. Inapplicable

R3159_1 **Type of other services:** Sales financing.
R3159_2 Question II_C15f.

R3159_3
R3159_4

- 1. Yes
- 2. No

D. Missing
. Inapplicable

R3160_1 **Type of other services:** Wire transfers.
R3160_2 Question II_C15g.

R3160_3
R3160_4

- 1. Yes
- 2. No

D. Missing
. Inapplicable

R3161_1 **Type of other services:** Other than specified above.
R3161_2 Question II_C15h.
R3161_3
R3161_4 1. Yes
 2. No

 D. Missing
 . Inapplicable

Sources of Financial Services--First Six Institutions

D_01 **Roster number of primary financial institution.**
 Question II_D1.

 1-24. Institution/source number
 . Inapplicable

D_02 **Roster number of source.**
D_03
D_04
D_05 1-24. Institution/source number
 . Inapplicable

R3310 **Type of source.**
R3320 Question II_D2.
R3330
R3340 1. Commercial bank
R3350 2. Savings and loan association
R3360 3. Savings bank
 4. Credit union
 5. Finance company
 6. Insurance company
 7. Brokerage or mutual fund company
 8. Leasing company
 9. Mortgage bank
 10. Venture capital firm
 11. Other business firm
 12. Family or other individuals
 13. Small Business Administration
 14. Other government agency
 15. Other source
 16. American Express

 D. Missing
 . Inapplicable

R3311 **Years of conducting business with institution.**
R3321 Question II_D5.
R3331
R3341 1 - 99
R3351
R3361 D. Missing
 . Inapplicable, not a financial institution

R3312 **Number of institution offices firm uses.**
R3322 Question II_D6.
R3332
R3342 1 - 100
R3352
R3362 . Inapplicable

R3313_A **Noncredit services office in same area as firm.**
R3323_A Question II_D8.
R3333_A
R3343_A 1. Yes
R3353_A 2. No
R3363_A
D. Missing
. Inapplicable

R3313_B **Number of miles between noncredit services office and firm.**
R3323_B Question II_D9.
R3333_B
R3343_B All values set to missing. Recoded
R3353_B information for these questions is found
R3363_B in the roster, variables R6481-R6504

R3314 **Method of conducting noncredit services with office.**
R3324 Question II_D10.
R3334
R3344 1. In person
R3354 2. By telephone
R3364 3. By mail or wire
D. Missing
. Inapplicable

R3315 **Same office used for financing.**
R3325 Question II_D11.
R3335
R3345 1. Yes
R3355 2. No
R3365
D. Missing
. Inapplicable

R3316 **Noncredit services available from office providing financing.**
R3326 Question II_D12.
R3336
R3346 1. Lines of credit, leases, and loans only
R3356 2. Other sources available
R3366
D. Missing
. Inapplicable

R3317_A Credit services office in same area as firm.
R3327_A Question II_D14.
R3337_A
R3347_A 1. Yes
R3357_A 2. No
R3367_A
D. Missing
. Inapplicable

R3317_B Number of miles between credit office and firm.
R3327_B Question II_D15.
R3337_B
R3347_B All Values set to missing. Recoded
R3357_B information for these questions is found
R3367_B in the ROSTER, Variables R6505 - R6528.

R3318 Method of conducting credit services with office.
R3328 Question II_D16.
R3338
R3348 1. In person
R3358 2. By telephone
R3368 3. By mail or wire
D. Missing
. Inapplicable

RII_D3A1 Reasons for choosing institution used by the firm: Institution 1.
RII_D3A2 respondents were asked reasons for choosing each of up to six of
RII_D3A3 the financial institutions used. Interviewers recorded responses
verbatim. These responses were than recorded into categories,
with up to three responses allowed for each institution.
Questions II_D3.
For codes see table 2.

RII_D3B1 Reasons for choosing institution used by the firm: Institution 2.
RII_D3B2
RII_D3B3 For codes see table 2.

RII_D3C1 Reasons for choosing institution used by the firm: Institution 3.
RII_D3C2
RII_D3C3 For codes see table 2.

Table 2: Reasons for choosing financial institutions

Credit and leases

10. Availability of credit, only institution to give credit
11. Availability of credit when started business
12. Previous loan
13. Low interest rate
14. Other credit terms
15. Able to make larger loans
16. Able/want to obtain line of credit or revolving credits
17. No/less collateral, no personal guarantees
18. Wants/easier to get credit if other services from same institution (Question II_D4 only)
19. Lending policies - Not Ascertained

SBA loans

20. Availability of SBA loans
21. Helped firm obtain SBA loan

Location, services, and convenience

24. Cash, currency coin, night depository services
25. Payroll, automatic payment, delayed payment services
26. Pension, trust services
30. Location, proximity
31. Local, institution's participation in community
32. Only needs one institution
33. One stop banking, able to obtain multiple services at same institution
34. Able to obtain specific service
35. Hours of institution
36. Reputation of institution
37. Quality of services
38. Services - Not Ascertained
39. Convenience - Not Ascertained
40. Small size of institution
41. Large size of institution
42. Size of institution - Not Ascertained
43. Ease of conducting business with institution
44. Soundness, safety, financial health of institution
45. Dissatisfaction with previous institution
46. No need for extra services, no need to shop around
47. Needed for credit card processing
48. Always meets needs, reliable
49. Shopping for lower prices, credit, services

Prices

50. Interest rate or fee for specific service
51. Low or competitive prices - Not Ascertained
52. Best deal, good deal, package deal
53. High interest rate
54. Pays/high interest on checking
55. No/low checking account fees
57. Price of credit card processing, other specific terms on credit card processing
58. Low fees or service charges
59. Interest rate - Not Ascertained

Seller financing, referrals, and personal relationships

- 60. Bought/leased vehicle or other equipment there, captive finance company
- 61. Seller referred institution to firm/sold loan to institution, loan assumption
- 62. Other recommendation
- 63. Owner has personal or other business with institution, owner owns stock of institution
- 64. Owner knows officers or employees of institution
- 65. Started with institution, long-term relationship with institution, familiarity
- 66. Firm was using institution when acquired
- 67. Institution does business with the firm
- 68. Relatives work at institution, relatives own stock of institution, relatives have business with institution
- 69. Loyalty, satisfied with institution, content with results

Other

- 70. Only institution in town
 - 71. Provided financial advice or assistance
 - 72. Willing to work with firm, flexibility
 - 73. Willing to do business or take risk with small business
 - 74. Institution understands firm's business
 - 75. Institution solicited firm's business, salesman
 - 76. Institution's employees/management professional, knowledgeable, etc.
 - 77. Institution's employees - Not Ascertained
 - 78. Friendly/good treatment, like the people
 - 79. Original institution taken over by current institution
 - 80. Diversification, convenient to have more than one bank
 - 81. Limited choice, few institutions in town, other institutions do not provide service
 - 82. Franchiser provides service or chose institution for service
 - 85. Institution required checking, savings, or other accounts for loan
 - 86. Institution requirement - Not Ascertained
 - 90. Personal service, deals with one person, access to institution president, etc.
 - 91. Institution is growing, aggressive, progressive, etc.
 - 92. Minority ownership in institution
 - 95. No particular reason
 - 96. Same as reason as D3 (Question II_D4 only)
 - 97. Other
- D. Missing
. Inapplicable

RII_D3D1 Reasons for choosing institution used by the firm: Institution 4.
RII_D3D2
RII_D3D3 For codes see table 2.

RII_D3E1 Reasons for choosing institution used by the firm: Institution 5.
RII_D3E2
RII_D3E3 For codes see table 2.

RII_D3F1 Reasons for choosing institution used by the firm: Institution 6.
RII_D3F2
RII_D3F3 For codes see table 2.

RII_D4A1 Reasons for choosing the package of services: Institution 1.
RII_D4A2 When more than one financial service was obtained from an
RII_D4A3 institution respondents were asked why they obtained multiple
 services from that institution. Interviewers recorded responses
 verbatim. These responses were then recoded into categories with
 up to three responses allowed for each institution.
 Question II_D4.

 For codes see table 2.

RII_D4B1 Reasons for choosing the package of services: Institution 2.
RII_D4B2
RII_D4B3 For codes see table 2.

RII_D4C1 Reasons for choosing the package of services: Institution 3.
RII_D4C2
RII_D4C3 For codes see table 2.

RII_D4D1 Reasons for choosing the package of services: Institution 4.
RII_D4D2
RII_D4D3 For codes see table 2.

RII_D4E1 Reasons for choosing the package of services: Institution 5.
RII_D4E2
RII_D4E3 For codes see table 2.

RII_D4F1 Reasons for choosing the package of services: Institution 6.
RII_D4F2
RII_D4F3 For codes see table 2.

Sources of financial services--Second Six Institutions

E_01 Roster number at source.
E_02
E_03 1-24. Institution/source number
E_04
E_05 . Inapplicable
E_06

R3370 Type of source.
R3380 Question II_E1.
R3390
R3400 1. Commercial bank
R3410 2. Savings and loan association
R3420 3. Savings bank
4. Credit union
5. Finance company
6. Insurance company
7. Brokerage or mutual fund company
8. Leasing company
9. Mortgage bank
10. Venture capital firm
11. Other business firm
12. Family or other individuals
13. Small Business Administration
14. Other government agency
15. Another source
16. American Express

D. Missing
. Inapplicable

R3373_A Office in same area as firm.
R3383_A Question II_E3.
R3393_A
R3403_A 1. Yes
R3413_A 2. No
R3423_A

D. Missing
. Inapplicable

R3373_B Number of miles between office and firm.
R3383_B Question II_E4.
R3393_B
R3403_B All values set to missing. Recoded information for
R3423_B these questions is found in the roster,
variables R6481-R6504

R3450 Most important characteristic of financial institutions in conducting its financial business.
Question II_E5.

1. The interest rates and prices for financial services.
2. Staff who know the firm and its type of business.
3. A willingness to extend financing to the firm.
4. A location close to the firm.
5. A wide range of financial services

D. Missing
. Inapplicable

R3451 Least important characteristic of the financial institution in conducting its financial business.
Question II_E6.

1. The interest rates and prices for financial services.
2. Staff who know the firm and its type of business.
3. A willingness to extend financing to the firm.
4. A location close to the firm.
5. A wide range of financial services.

Table 3: Financial institutions and their characteristics

Institution	Primary	#2	#3	#4	#5	#6
Roster Number	D_01	D_02	D_03	D_04	D_05	D_06
Inst. Type	R3310	R3320	R3330	R3340	R3350	R3360
Number Years	R3311	R3321	R3331	R3341	R3351	R3361
Number Offices	R3312	R3322	R3332	R3342	R3352	R3362
<u>Noncredit Services</u>						
Same Area	R3313_A	R3323_A	R3333_A	R3343_A	R3353_A	R3363_A
Miles*	R3313_B	R3323_B	R3333_B	R3343_B	R3353_A	R3363_B
Method of Business	R3314	R3324	R3334	R3344	R3354	R3364
<u>Credit Services</u>						
Same Office for Credit	R3315	R3325	R3335	R3345	R3355	R3365
Noncredit Services Available	R3316	R3326	R3336	R3346	R3356	R3366
Same Area	R3317_A	R3327_A	R3337_A	R3347_A	R3357_A	R3367_A
Miles**	R3317_B	R3327_B	R3337_B	R3347_B	R3357_B	R3367_B
Method of Business	R3318	R3328	R3338	R3348	R3358	R3368

*Miles between the firm and noncredit office are found in the roster variables R6481-R6504.

**Miles between the firm and the credit office are found in the roster variables R6505-R6528.

Table 3: Financial institutions and their characteristics

Institution	#7	#8	#9	#10	#11	#12
Roster Number	E_01	E_02	E_03	E_04	E_05	E_06
Inst. Type	R3370	R3380	R3390	R3400	R3410	R3420
Number Years						
Number Offices						
<u>Noncredit Services*</u>						
Same Area	R3373_A	R3383_A	R3393_A	R3403_A	R3413_A	R3423_A
Miles**	R3373_B	R3383_B	R3393_A	R3403_B	R3413_B	R3423_A
Method of Business						
<u>Credit Services</u>						
Same Office for Credit						
Noncredit Services Available						
Same Area						
Miles**						
Method of Business						

*For institutions 7 to 12, location information is for the most frequently used office. No distinction is made between credit and noncredit services.

**Miles between the firm and the institution office are found in roster variables R6481-R6504.

Previous Relationships with Financial Institution

R3600 Firm moved business from one institution to another.
Question II_F1.

- 1. Yes
- 2. No

- D. Missing
- . Inapplicable

R3601 Institution number of where firm moved its business.
Question II_F2.

- 1-24. Institution/source number

- . Inapplicable

R3602 Type of institution firm moved its business to.
Question II_F3.

- 1. Commercial bank
- 2. Savings and loan association
- 3. Savings bank
- 4. Credit union
- 5. Finance company
- 6. Insurance company
- 7. Brokerage or mutual fund company
- 8. Leasing company
- 9. Mortgage bank
- 10. Venture capital firm
- 11. Other business firm
- 12. Family or other individuals
- 13. Small Business Administration
- 14. Other government agency
- 15. Another source
- 16. American Express

- D. Missing
- . Inapplicable

R3603 Office of institution in same county/metropolitan area as firm's
office.
Question II_F5.

- 1. Yes
- 2. No

- D. Missing
- . Inapplicable

R3604 Miles between institution and firm.
Question II_F6.

All values set to missing. Recoded
information for these questions is found
in the roster, variables R6481-R6504

R3605 Firm transferred financing services.
Question II_F7.

- 1. Yes
- 2. No

- D. Missing
- . Inapplicable

R3606 Firm transferred checking account services.
Question II_F7.

- 1. Yes
- 2. No

- D. Missing
- . Inapplicable

R3607 Firm transferred savings/investment services.
Question II_F7.

- 1. Yes
- 2. No

- D. Missing
- . Inapplicable

R3608 Firm transferred other services.
Question II_F7.

- 1. Yes
- 2. No

- D. Missing
- . Inapplicable

RII_F81 Reason for Taking Business from Institution R3601
RII_F82 Up to three codes were recorded for each response
RII_F83 Question II_F8.

For codes, see table 2

R3610 Institution number of institution from which firm took its
business.
Question II_F9.

- 1-24. Institution number

- . Inapplicable

R3611 **Institution type for institution in R3610.**
Question II_F10.

1. Commercial bank
 2. Savings and loan association
 3. Savings bank
 4. Credit union
 5. Finance company
 6. Insurance company
 7. Brokerage or mutual fund company
 8. Leasing company
 9. Mortgage bank
 10. Venture capital firm
 11. Other business firm
 12. Family or other individuals
 13. Small Business Administration
 14. Other government agency
 15. Another source
 16. American Express
- D. Missing
. Inapplicable

R3612 **Former institution's office in the same county/metropolitan area
the of firm.**
Question II_F12.

1. Yes
 2. No
- D. Missing
. Inapplicable

R3613 **Number of miles between former institution and firm.**
Question II_F13.

All values set to missing. Recoded information
for these questions is found in roster, variables
R6481-R6504

Shopping for Financial Services

R3650 **Firm contacted financial institutions regarding financial
services.**
Question II_G1.

1. Yes
 2. No
- D. Missing
. Inapplicable

- R3651 Number of institutions firm contacted.
Question II_G2.
- 1 - 50
- D. Missing
. Inapplicable
- R3652 Number of commercial banks contacted.
Question II_G3.
- 0 - 25
- D. Missing
. Inapplicable
- R3653 Number of commercial banks contacted in same metropolitan
area/county as firm.
Question II_G4.
- 0 - 10
- D. Missing
. Inapplicable
- R3654 Number of other institutions contacted in same metropolitan
area/county as firm.
Question II_G5.
- 0 - 30
- D. Missing
. Inapplicable
- R3655 Institution number of most recent financial institution contacted.
Question II_G6.
- 1-24. Institution number
- . Inapplicable

R3656 Type of institution contacted.
Question II_G7.

1. Commercial bank
 2. Savings and loan association
 3. Savings bank
 4. Credit union
 5. Finance company
 6. Insurance company
 7. Brokerage or mutual fund company
 8. Leasing company
 9. Mortgage bank
 10. Other financial institution
 16. American express
- D. Missing
. Inapplicable

R3657 Institution contacted located in same metropolitan area/county as firm.
Question II_G9.

1. Yes
 2. No
- D. Missing
. Inapplicable

R3658 Number of miles between institution and firm.
Question II_G10.

All values set to missing. Recoded information for these questions is found in the roster, variables R6481-R6504

R3659 Did firm consider using credit services.
Question II_G11a.

1. Yes
 2. No
- D. Missing
. Inapplicable

R3660 Did firm consider using checking account.
Question II_G11b.

1. Yes
 2. No
- D. Missing
. Inapplicable

R3661 Did firm consider using savings/investment services.
Question II_G11c.

- 1. Yes
- 2. No

- D. Missing
- . Inapplicable

R3662 Did firm consider using other financial services.
Question II_G11d.

- 1. Yes
- 2. No

- D. Missing
- . Inapplicable

RII_G121 Reasons for considering this financial institution.
RII_G122 Up to three reasons were coded for each response.
RII_G123 Question II_G12.

For codes, see table 2

R3663 Firm obtained or applied for one or more services.
Question II_G13.

- 1. Yes
- 2. No

- D. Missing
- . Inapplicable

R3664 Firm applied for or obtained credit services.
Question II_G14a.

- 1. Yes
- 2. No

- D. Missing
- . Inapplicable

R3665 Firm applied for or obtained checking accounts.
Question II_G14b.

- 1. Yes
- 2. No

- D. Missing
- . Inapplicable

- R3666 Firm applied for or obtained savings/investment accounts.
Question II_G14c.
- 1. Yes
 - 2. No

 - D. Missing
 - . Inapplicable
- R3667 Firm applied for or obtained other services.
Question II_G14d.
- 1. Yes
 - 2. No

 - D. Missing
 - . Inapplicable
- R3670 During the last year, firm applied for a line of credit, loan, or lease from one or more financial institutions.
Question II_G15.
- 1. Yes
 - 2. No

 - D. Missing
 - . Inapplicable
- R3671 The firm was either denied its request for credit, or approved for an amount less than the amount applied for.
Question II_G16.
- 1. Yes
 - 2. No

 - D. Missing
 - . Inapplicable
- R3672 Firm eventually obtained all the financing it initially applied for.
Question II_G17.
- 1. Yes
 - 2. No

 - D. Missing
 - . Inapplicable

Solicitations by Financial Institutions

R3680 Number of times firm solicited by financial institutions about obtaining new lending, checking, savings, or other services during the year.
Question II_H1.

1. One time only
2. Two or three times
3. Four or more times
4. Not contacted

D. Missing
. Inapplicable

R3681 How the firm was contacted.
Question II_H2.

1. In person
2. By telephone
3. By personal letter

D. Missing
. Inapplicable

R3682 Institution number of firm which solicited firm's business.
Question II_H3.

1-24. Institution number

D. Missing
. Inapplicable

R3683 Type of institution soliciting firm's business.
Question II_H4.

1. Commercial bank
2. Savings and loan association
3. Savings bank
4. Credit union
5. Finance company
6. Insurance company
7. Brokerage or mutual fund company
8. Leasing company
9. Mortgage bank
10. Other financial institution
16. American Express

D. Missing
. Inapplicable

R3684 Soliciting office in same metropolitan area/county as firm.
Question II_H6.

- 1. Yes
- 2. No

- D. Missing
- . Inapplicable

R3685 Number of miles between firm and soliciting institution.
Question II_H7.

All values set to missing. Recoded information
for these questions is found in the roster,
variables R6841-R6504.

R3686 Soliciting firm offered credit services.
Question II_H8a.

- 1. Yes
- 2. No

- D. Missing
- . Inapplicable

R3687 Soliciting firm offered checking services.
Question II_H8b.

- 1. Yes
- 2. No

- D. Missing
- . Inapplicable

R3688 Soliciting firm offered savings/investment services.
Question II_H8c.

- 1. Yes
- 2. No

- D. Missing
- . Inapplicable

R3689 Soliciting firm offered other services.
Question II_H8d.

- 1. Yes
- 2. No

- D. Missing
- . Inapplicable

- R3690 **Services were obtained from soliciting firm.**
Question II_H9.
- 1. Yes
 - 2. No
- D. Missing
. Inapplicable
- R3691 **Credit services were obtained from soliciting firm.**
Question II_H10a.
- 1. Yes
 - 2. No
- D. Missing
. Inapplicable
- R3692 **Checking services were obtained from soliciting firm.**
Question II_H10b.
- 1. Yes
 - 2. No
- D. Missing
. Inapplicable
- R3693 **Savings/investment services were obtained from soliciting firm.**
Question II_H10c.
- 1. Yes
 - 2. No
- D. Missing
. Inapplicable
- R3694 **Other financial services were obtained from soliciting firm.**
Question II_H10d.
- 1. Yes
 - 2. No
- D. Missing
. Inapplicable
- II_H111 **Reason for Choosing Soliciting Institution**
II_H112 Up to three codes per response.
II_H113 Question II_H11.
- See table 2 for list of codes

Use of Trade Credit

- R3700 Firm purchased some goods or services on account.
Question II_I1.
1. Yes
2. No
- R3701 Number of suppliers firm used to make purchases on account.
Question II_I2.
1 - 997
D. Missing
. Inapplicable
- R3702 Percent of all purchases made on account.
Question II_I3.
0 - 100
D. Missing
. Inapplicable
- R3703 Percent of purchases made on account for which suppliers offered cash discounts.
Question II_I4.
0 - 100 Percent of trade credit on which discounts are offered
D. Missing
. Inapplicable
- R3704 Percent of cash discounts offered that were taken by the firm.
Question II_I5.
0 - 100
D. Missing
. Inapplicable
- R3705 Firm made some payments after date due.
Question II_I6.
1. Yes
2. No
D. Missing
. Inapplicable

R3706 Percent of payments made after due date.
Question II_I7.

1 - 100

D. Missing
. Inapplicable

SBA Borrowing Experience (SBA Sample Only)

R3750 This SBA loan was the first loan the firm obtained from a
financial institution.
Question II_J1.

1. Yes
2. No
7. Denies having a loan

D. Missing
. Inapplicable

R3751 Time period it took to obtain SBA loan.
Question II_J2.

1 - 30 Number of periods

D. Missing
. Inapplicable

R3752 Length of period referred to in R3751.
Question II_J2.

1. Weeks
2. Months
3. Years

D. Missing
. Inapplicable

R3753 Firm used SCORE (Service Corps of Retired Executives) for
management assistance.
Question II_J3.

1. Yes
2. No

D. Missing
. Inapplicable

R3754 **Usefulness of SCORE service to firm.**
Question II_J4.

1. Very Useful
2. Somewhat useful
3. Not very useful
4. Not at all useful

D. Missing
. Inapplicable

R3755 **Firm used services of a Small Business Development Center (SBSD).**
Question II_J5.

1. Yes
2. No

D. Missing
. Inapplicable

R3756 **Usefulness of SBSBD services.**
Question II_J6.

1. Very Useful
2. Somewhat useful
3. Not very useful
4. Not at all useful

D. Missing
. Inapplicable

R3757 **Firm used other SBA service.**
Question II_J7.

1. Yes
2. No

D. Missing
. Inapplicable

R3758 **Usefulness of other SBA service.**
Question II_J9.

1. Very Useful
2. Somewhat useful
3. Not very useful
4. Not at all useful

D. Missing
. Inapplicable

- R3759 **Main purpose of SBA loan.**
Question II_J10.
1. Start the business
 2. Expand the business
 3. Stay in business
 4. Other
- D. Missing
. Inapplicable
- R3760 **Action firm would have taken had SBA loan not been obtained.**
Question II_J11.
1. Obtained similar financing elsewhere
 2. Obtained financing elsewhere with less favorable terms
 3. Discontinued expansion plans
 4. Not opened
 5. Gone out of business
 6. Other
- D. Missing
. Inapplicable
- R3761 **Firm has applied for a loan since receiving the SBA loan.**
Question II_J12.
1. Yes
 2. No
- D. Missing
. Inapplicable
- R3762 **Loan mentioned in R3761 was approved.**
Question II_J13.
1. Yes
 2. No
- D. Missing
. Inapplicable

Section III: Income and expenses

Income statement variables have been partially edited. Current sales (R4002) has been extensively edited, In the process of editing current sales, all returned work-sheets and financial statements were reviewed. Observations were also reviewed if basic accounting rules were violated (eg, sales minus cost of goods sold not equal to gross profit) or if relationships among reported numbers were improbable (eg, sales less than cost of goods sold). All missing values for current sales have been imputed.

Expenses have been edited in conjunction with edits for sales. Any erroneous expense data that were detected were either corrected or assigned missing values. However, no separate edits have been performed for expenses. The user should not assume that expense data are correct and should be wary for outliers.

Respondents reported income and expense data for the reference period determined in section I, part E. Variable R4000 indicates the number of months in this reference period. Variables R4002-R4008 are stated on an annual basis (i.e., for a 12 month period).

R4000 **Number of months covered by income statement.**
Questions I_E1-I_E5.

1 - 18

No missing values

R4002 **Sales in 1987.**
Question III_1.

\$180 - \$202,000,000

D. Missing

R4001 **Sales in 1986.**
Question III_6.

\$120 - \$186,000,000

. Founded after 1986.
D. Missing

- R4003 **Cost of goods sold.**
Question III_2.

\$0 - \$192,000,000

D. Missing
- R4004 **Gross profit.**
Computed value: $R4004=R4002-R4003$.

\$11 - \$75,000,000

D. Missing
- R4005 **Operating expenses.**
Question III_4.

\$0 - \$81,000,000

D. Missing
- R4006 **Interest expense.** This variable is a component of operating
expenses (R4005).
Question III_5.

\$0 - \$89,436,000

D. Missing
- R4007 **Total expenses.** This variable also contains a value in some cases
in which the cost of goods sold (R4003) or operating expenses
(R4005) are missing but total expenses are known.
Computed value: $R4007=R4003+R4005$.

\$0 - \$207,000,000

D. Missing
- R4008 **Operating profit.**
Computed value: $R4008 = R4002 - R4007$.

-\$12,500,000 to \$35,400,000

D. Missing

Section IV: Balance Sheet

This section contains information on the firm's balance sheet. For all but a handful of observations (those with the variable REDIT=1) the data have been edited to be consistent with the other information in the questionnaire (especially section II). For the cases where CASESTAT=2, only total assets (RIV_A16) and total liabilities plus net worth (RIV_B22) are available. Other dollar amounts, both in section II and in section IV are not available at this time.

One variable in the balance sheet has not been edited for data consistency. That variable is the amount of short-term debt (RIV_B3). Also note that items included in other assets (RIV_A13) and in other liabilities (RIV_B9) may belong in different specific balance sheet categories.

Assets

- RIV_A1 **Cash (total cash on hand, checking, savings, money market accounts, certificates of deposit and other time deposits).**
Question IV_A1.

-\$283,985 to \$5,800,000

D. Missing

- RIV_A3 **Accounts receivable.**
Question IV_A3.

\$0 to \$16,016,364

D. Missing

- RIV_A5 **Inventories.**
Question IV_A5.

\$0 to \$14,166,000

D. Missing

- RIV_A7 **Other current assets (including stocks, bonds, prepaid expenses, and other current assets).**
Question IV_A7.

\$0 to \$37,764,017

D. Missing

RIV_A9 **Investments (including loans to stockholders, firm-held mortgages or real estate loans, or other investments).**
Question IV_A9.

\$0 to \$101,416,365

D. Missing

RIV_A11 **Property, plant equipment, and intangible assets.**
Question IV_A11.

\$0 to \$17,383,964

D. Missing

RIV_A13 **Other Assets (book value of all other assets not included above).**
Question IV_A13.

\$0 to \$16,209,408

D. Missing

RIV_A14A **Type of other assets.** These questions are recodes of responses
RIV_A14B to the open-ended questions describing the type of other assets
RIV_A14C included in RIV_A13 above.
Question IV_A14A-IV_A14C.

10. Cash
11. Marketable securities
12. Deposits, savings
13. Refunds
14. Taxes
15. Reserves
16. Trust funds
17. Bonds
18. Investments - N/A what
19. Investment in partnership, acquisitions, joint ventures

20. Equipment, tools, parts, autos, trucks
21. Property, plant
22. Land
23. Miscellaneous furniture, fixtures, software, merchandise
24. Additions, improvements, refinishings, plans
25. Supplies, inventory
26. Extended service agreements
27. Other agreements
30. Notes receivable (long and short-term)
31. Prepaid expenses
32. Credit card receivables
33. Deferred income, payments, taxes, interest
39. Permits, licenses, etc.

40. Goodwill, patents, intangibles
41. Insurance
42. Pension plan, retirement fund
43. Organizational costs
44. Subsidiaries and franchises

- 45. Deposits - security, utility, workman's compensation
- 46. Loans to others - employee advances, partners
- 47. Research and development
- 48. Fees
- 49. Client lists, subscription list

- 50. Amortization
- 51. Depreciation
- 52. Stock and equity
- 53. Value of land or business
- 54. Escrow
- 55. Royalties
- 56. Retained earnings
- 57. Loan, lease costs, lease hold improvements
- 58. Leases - capital, equipment, supplies

- 97. Miscellaneous
 - D. Missing
 - . Inapplicable

RIV_A15A Dollar amount of other assets. (The dollar amount in RIV_A15A-C is
RIV_A15B associated with the type of other asset denoted in RIV_A14A-C,
RIV_A15C respectively.)
Questions IV_A15A, IV_A15B, and IV_A15C

\$0 to \$16,209,408

D. Missing
. Inapplicable

RIV_A16 Total assets.
Question IV_A16

\$0 to \$154,087,353

No missing values

Liabilities and Net Worth

RIV_B2 Total short-term and long-term debts. (RIV_B2 does not include
capital leases. Capital leases are reported separately as an
"other liabilities" (see RIV_B9, RIV_B10, and RIV_B11).
Question IV_B2.

\$0 to \$38,982,000

D. Missing

- RIV_B3 **Short-term debt.** Total amount of loans, mortgages, notes, and bonds that were due within one year. This variable has not been edited.
Question IV_B3.
\$0 to \$8,123,587
D. Missing
- RIV_B5 **Accounts payable.**
Question IV_B5.
\$0 to \$10,499,028
D. Missing
- RIV_B7 **Other current liabilities.** Includes accrued expenses, taxes payable, prepayments, deposits, and advances, and any other current liabilities.
Question IV_B7.
-\$8,062 to \$42,199,829
D. Missing
- RIV_B9 **Total other liabilities.** Includes capital leases.
Question IV_B9.
\$0 to \$88,189,691
D. Missing
. Inapplicable
- RIV_B10A **Type of other liabilities.** These questions are recodes of
RIV_B10B responses to the open-ended questions describing the type of other
RIV_B10C assets included in RIV_B9 above.
Questions IV_B10A-C.
- 10. Capital lease
 - 20. Deferred income
 - 21. Deferred income taxes, NA what type
 - 22. Deferred Income Taxes (federal, state, corporate)
 - 23. Taxes
 - 24. Deferred credit
 - 25. Deferred compensation
 - 26. Deferred interest payable
 - 27. Deferred taxes from inventory
 - 30. SBA loan
 - 31. Bank loan
 - 32. Long-term loan
 - 33. Mortgage
 - 34. Personal, family loan
 - 35. Stockholder, partner loan
 - 36. Secured loans (auto, equipment, etc.)
 - 37. Loan, NA what type
 - 38. Notes payable

- 39. Accounts payable (wages, taxes, rent, etc.)
- 40. Other current liabilities
- 41. Debt, NA what type
- 42. Bonds
- 43. Credit lines, revolving credit

- 50. Working capital
- 51. Prepaid expenses
- 52. Accrued expenses
- 53. Deposits

- 60. Owners' capital
- 61. Capital stock
- 62. Stock
- 63. Retained earnings
- 64. Reserves
- 65. Trust fund
- 70. Negative goodwill
- 71. Buying-out partner
- 72. Insurance policies
- 73. Minority interest
- 74. Fees
- 75. Purchases
- 78. Pension, retirement
- 79. Profit sharing
- 80. Bank overdraft

97. Miscellaneous

- D. Missing
- . Inapplicable

RIV_B11A Dollar amount of other liabilities. The dollar amount in
RIV_B11B RIV_B11A-C is associated with the type of other asset denoted in
RIV_B11C RIV_B10A-C, respectively.
Questions IV_B11A-C.

\$0 to \$88,189,691

- D. Missing
- . Inapplicable

RIV_B12 **Total Liabilities.**
Question IV_B12.

\$0 to \$134,801,918

D. Missing

RIV_B23 **Total Equity.**
Questions IV_B13, IV_B14, IV_B16, IV_B17, IV_B19, IV_B21.

-\$5,880,000 to \$34,685,816

D. Missing

RIV_B16 Par value of preferred stock.
Question IV_B16.

\$0 to \$13,661,262

D. Missing
. Inapplicable

RIV_B22 Total liabilities and net worth.
Question IV_B22.

\$0 to \$154,087,353

No missing values

Miscellaneous Questions

R4101 Current market value of the firm.
Question IV_C1.

-\$30,000 to \$100,000,000,000

D. Missing

R4102 Confidence in estimate of market value of firm.
Question IV_C2.

1. Very confident
2. Somewhat confident
3. Not very confident
4. Not at all confident

D. Missing
. Inapplicable

R4103 Percent of accounts receivable sold to a factor.
Question IV_C3.

0 - 100

D. Missing

R4104 Percent of sales or operating revenue derived from exports.
Question IV_C4.

0 - 100

D. Missing

- R4105 Percent of firms sales to customers paid for with currency and coins, rather than checks or credit cards.
Question IV_C5.

0 - 100

D. Missing
- R4106 Percent of firm's purchases and expenses that the firm paid for using currency and coins rather than checks or credit cards.
Question IV_C6.

0 - 100

D. Missing
- R4107 Average amount of currency and coins on hand at any one time.
Question IV_C7.

\$0 - \$1,500,000

D. Missing

Section V: Reported Use of Records

- R5001 Worksheets were completed.
Question V_1.
- 1. Yes
 - 2. No
- D. Missing
- R5002 Records were used to answer Section II finance questions.
Question V_2.
- 1. Yes
 - 2. No
- D. Missing
- R5003 Records were used to answer Section II income-expense questions.
Question V_4.
- 1. Yes
 - 2. No
- D. Missing
- R5004 Type of records used for income-expense questions: 1987 income
tax return.
Question V_5A.
- 1. Yes
 - 2. No
- D. Missing
. Inapplicable
- R5005 Type of records used for income-expense questions: financial
statement.
Question V_5B.
- 1. Yes
 - 2. No
- D. Missing
. Inapplicable
- R5006 Type of records used for income-expense questions: other records.
Question V_5C.
- 1. Yes
 - 2. No
- D. Missing
. Inapplicable

- R5007 **Records were used for Section IV balance-sheet questions.**
Question V_6.
- 1. Yes
 - 2. No
- D. Missing
-
- R5008 **Type of records used for balance-sheet questions: 1987 income tax return.**
Question V_7A.
- 1. Yes
 - 2. No
- D. Missing
. Inapplicable
-
- R5009 **Type of records used for balance-sheet questions: financial statements.**
Question V_7B.
- 1. Yes
 - 2. No
- D. Missing
. Inapplicable
-
- R5010 **Type of records used for balance-sheet questions: other records.**
Question V_7C.
- 1. Yes
 - 2. No
- D. Missing
. Inapplicable

Roster Variables

The roster identifies the characteristics and financial products and services associated with each financial institution use. It contains up to 24 institutions/sources, which are designated by the number in R6001-R6024. These numbers cross-reference the institution numbers referred to in section II questions. The roster is a matrix. Each row represents a specific institution. The columns represent different characteristics of the institution or services obtained from that institution. For all variables labeled as "flags," a value of one indicates that the firm has one or more services of that type obtained from the institution. A value of two indicates that the firm did not obtain that service from the institution. Table 4 presents the roster in a matrix to facilitate cross-referencing of the individual variables.

- R6001- **Institution number.**
R6024
1-24. Number of institution/source
- R6025- **Institution type or source.**
R6048
1. Commercial bank
2. Savings and loan association
3. Savings bank
4. Credit union
5. Finance company
6. Insurance company
7. Brokerage or mutual fund company
8. Leasing company
9. Mortgage bank
10. Venture capital firm
11. Other business firm
12. Family member or other individual
13. Small Business Administration
14. Other government agency
15. Other
16. American Express

D. Missing
. Inapplicable
- R6901- **Checking account flag.**
R6924
1. Yes, service used
2. No, service not used.

. Inapplicable

R6925-
R6948

Savings account flag.

1. Yes, service used
 2. No, service not used
- . Inapplicable

R6949-
R6972

Capital leases flag.

1. Yes, service used
 2. No, service not used
- . Inapplicable

R6973-
R6996

Lines of credit flag.

1. Yes, service used
 2. No, service not used
- . Inapplicable

R6697-
R6720

Mortgages flag.

1. Yes, service used
 2. No, service not used
- . Inapplicable

R6721-
R6744

Motor vehicle loan flag.

1. Yes, service used
 2. No, service not used
- . Inapplicable

R6745-
R6768

Equipment loan flag.

1. Yes, service used
 2. No, service not used
- . Inapplicable

R6769-
R6792

Other loans flag.

1. Yes, service used
 2. No, service not used
- . Inapplicable

R6241-
R6264

Other services flag. (Section II_C.)

1. Yes, service used
 2. No, service not used
- . Inapplicable

R6801-
R6824

Questionnaire location priority variable.

1. Institution first discussed in section II, part A, B, or C
2. Institution first discussed in section II, part F, G, H, I, or J

. Inapplicable.

R6433-
R6456

Firm does non-credit business with a branch or office in the same county or metropolitan area as main office of firm.

1. Yes
2. No

. Inapplicable

R6457-
R6480

Institution office where firm applied for credit is located in the same county or metropolitan area as the firm. This question was asked for only the first six institutions identified by the respondent only if the firm obtained credit services from that institution. See section II, part D questions for further information.

1. Yes
2. No

. Inapplicable

R6481-
R6504

Distance between the firm and the financial institution.

0 - 3634 Miles

- 5. Financial institution located in foreign country.
- 2. Don't know location of institution vis-a-vis firm.

. Inapplicable

R6505-
R6528

Distance between firm and the office of the financial institution where the firm applied for credit when that location is different than the location the firm uses for other services.

0 - 6000 Miles.

- 5. Financial institution located in foreign country
- 2. Don't know location of institution vis-a-vis firm

. Inapplicable

Table 4: Roster Variables

Variable	Institution					
	Number 1	Number 2	Number 3	Number 4	to	Number 24
Roster Number	R6001	R6002	R6003	R6004	...	R6024
Institution Type	R6024	R6026	R6027	R6028	...	R6048
Checking Flag	R6901	R6902	R6903	R6904	...	R6924
Savings Acc't Flag	R6925	R6926	R6927	R6928	...	R6948
Capital Leases Flag	R6949	R6950	R6951	R6952	...	R6972
Lines of Credit Flag	R6973	R6974	R6975	R6976	...	R6996
Mortgages Flag	R6697	R6698	R6699	R6700	...	R6720
Motor Vehicle Loan Flag	R6721	R6722	R6723	R6724	...	R6744
Equipment Loan Flag	R6745	R6746	R6747	R6748	...	R6768
Other Loans Flag	R6769	R6770	R6771	R6772	...	R6792
Other Services Flag	R6241	R6242	R6243	R6244	...	R6264
Questionnaire Priority Variable	R6801	R6802	R6803	R6804	...	R6824
Same Area Flag - Noncredit	R6433	R6434	R6435	R6436	...	R6456
Same Area Flag- Credit Application	R6457	R6458	R6459	R6460	...	R6480
Distance Between Firm and Fin Institution	R6481	R6482	R6483	R6484	...	R6504
Distance Between Firm and Credit Application Office	R6505	R6506	R6507	R6508	...	R6528