

**CONCRETE MASONRY PRODUCTS RESEARCH, EDUCATION, AND PROMOTION ORDER
(15 CFR 1500)
MANUFACTURER QUARTERLY REPORT**

Dates Covered: _____

The following statements are made in accordance with the Privacy Act of 1974 (U.S.C. §552a) and the Paperwork Reduction Act of 1995. The authority for requesting this information to be supplied on this form is the Concrete Masonry Products Research, Education, and Promotion Order, as authorized by the Concrete Masonry Products Research, Education, and Promotion Act of 2018. Furnishing the requested information is necessary for the administration of this program. Unless identified otherwise, all the information on this form is mandatory under the Concrete Masonry Products Research, Education, and Promotion Act of 2018.

COMPANY INFORMATION

You must complete a separate form for each plant that has a unique Employer Identification Number (EIN)

Company Name: _____ EIN _____

Address: _____

City: _____ State: _____ Zip Code: _____

Contact Person: _____ Email: _____

Telephone #: _____ Number of Employees: _____

MANDATORY ASSESSMENT REPORT

Enter the quantity of CMUs sold by the manufacturer during the applicable quarter.

State of Point of Sale	Number of CMUs sold
	Total:

Attach a separate sheet if additional space is needed.

TOTAL NUMBER OF CMUs ON WHICH ASSESSMENT IS DUE: _____

(Total CMUs sold = Total # of CMUs to be assessed)

Assessment rate (\$0.01 per concrete masonry unit) **X \$0.01**

TOTAL ASSESSMENT DUE: _____

I certify that the above information is true and correct to the best of my knowledge and the attached payment represents the full assessment due on CMUs during this reporting period for which I am required to pay the assessment. I also certify that I am authorized to sign this report.

Print Name and Title of Person Completing this Report

Signature Date

**CONCRETE MASONRY PRODUCTS RESEARCH, EDUCATION, AND PROMOTION ORDER
(15 CFR 1500)
MANUFACTURER QUARTERLY REPORT INSTRUCTIONS**

The following statements are made in accordance with the Privacy Act of 1974 (U.S.C. §552a) and the Paperwork Reduction Act of 1995. The authority for requesting this information to be supplied on this form is the Concrete Masonry Products Research, Education, and Promotion Order, as authorized by the Concrete Masonry Products Research, Education, and Promotion Act of 2018. Furnishing the requested information is necessary for the administration of this program. Unless identified otherwise, all the information on this form is mandatory under the Concrete Masonry Products Research, Education, and Promotion Act of 2018.

1. Payments and Assessment Report Forms should be sent to:

**Concrete Masonry Checkoff Board
P.O. Box 306540
Nashville, TN 37230-6540**

Overnight and express mail deliveries may be sent to:

**Concrete Masonry Checkoff Board
ATTN: Lockbox #306540
801 Royal Parkway, Suite 100
Nashville, TN 37214**

2. Confidentiality.

The confidentiality of the Assessment Reports will be maintained in accordance with the Board’s Evaluation and Compliance Program and Policy Regarding Proprietary Information

2. Definitions.

- a) “Concrete Masonry Unit” or “CMU”: Pursuant to section 1500.6 of the Concrete Masonry Products Research, Education, and Promotion Order, “concrete masonry unit” and/or “CMU” means a concrete masonry product that is a manmade masonry unit having an actual width of 3 inches or greater and manufactured from dry-cast concrete using a block machine. Such terms include concrete block and related concrete units used in masonry applications. For further information, see www.concretemasonrycheckoff.org.
- b) “Company Address” shall mean the reporting manufacturer’s corporate headquarters.

3. Quarters and Reporting Deadlines. The reporting and payment deadlines for each quarter are as follows:

Quarter 1: January 1 – March 30	Report & Assessment for Q1 Due: May 29
Quarter 2: April 1 – June 30	Report & Assessment for Q2 Due: August 29
Quarter 3: July 1 – September 30	Report & Assessment for Q3 Due: November 29
Quarter 4: October 1 – December 31	Report & Assessment for Q4 Due: March 1

5. Voluntary Report.

Through the Voluntary Report, the Board seeks to (1) collect information that will improve the Board’s understanding of the industry and (2) better determine return on investment of Checkoff programs. Submission of the Voluntary Report is not required, but is respectfully requested and highly encouraged by the Board.

The making of any false statement or representation on this form, knowing it to be false, is a violation of Title 18, Section 1001 United States Code, which provides for the penalty of a fine of \$10,000 or imprisonment of not more than five years or both.

According to the Paperwork Reduction Act of 1995, a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for the information collection is 0605–0028. The time required to complete this information collection is estimated to average 30 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

Trade secrets and commercial or financial information that is privileged or confidential reported to, or otherwise obtained by, the Board or the Secretary (or any representative of the Board or the Secretary) under the Concrete Masonry Products Research, Education, and Promotion Act of 2018 shall be kept confidential by all persons, including all employees and former employees of the Board, all officers and employees and former officers and employees of contracting and subcontracting agencies or agreeing parties having access to such information. Such information shall not be available to Board members or manufacturers. Only those persons having a specific need for such information to effectively administer the provisions of this Order shall have access to such information.

All information collected will be treated as confidential, as indicated on the forms and in conformance with the Privacy Act and Freedom of Information Act. The Department’s staff is required to maintain confidentiality. Other confidential information will be withheld from public review under the Freedom of Information Act and the Privacy Act, 5 USC 552.

**CONCRETE MASONRY PRODUCTS RESEARCH, EDUCATION, AND PROMOTION ORDER
(15 CFR 1500)
MANUFACTURER QUARTERLY VOLUNTARY REPORT**

Dates Covered: _____

Company Name: _____ EIN _____

Address: _____

City: _____ State: _____ Zip Code: _____

Contact Person: _____ Email: _____

Telephone #: _____ Number of Employees: _____

VOLUNTARY REPORT

Production Facility Location: _____

Please provide the following for each production location

Block Type	Number Sold
Gray	
Architectural	
Fence	
Joined	
Prefaced	
Sound Wall	
Lintel	
Screen	
Chimney, Pilaster or Column	
Concrete Sill	
Concrete Brick (Architectural Only)	
Concrete Masonry Veneer Units (greater than 3" width)	
Other (Describe)	
Other (Describe)	

Production Facility Location: _____

Please provide the following for each production location

Block Type	Number Sold
Gray	
Architectural	
Fence	
Joined	
Prefaced	
Sound Wall	
Lintel	
Screen	
Chimney, Pilaster or Column	
Concrete Sill	
Concrete Brick (Architectural Only)	
Concrete Masonry Veneer Units (greater than 3" width)	
Other (Describe)	
Other (Describe)	