WATER CARRIERS
BALANCE SHEET ACCOUNTS

ASSETS AND OTHER DEBITS

CURRENT ASSETS:

100  Cash on Hand
105  Cash in Bank
110  Marketable Securities
130  Notes Receivable
150  Traffic Accounts Receivable
152  Claims Receivable
153  Deposits
154  Accounts Receivable, Miscellaneous
155  Accrued Accounts Receivable
1500 Allowance for Doubtful Notes and Accounts Receivable
170  Inventories
171  Vessels Stores, Supplies and Equipment Ashore
175  Other Shipping Inventories
190  Prepaid Current Insurance
192  Other Prepaid Current Expenses
199  Other Current Assets

INVESTMENTS:

315  Securities of Related Companies
328  Other Investments
PROPERTY AND EQUIPMENT:

331 Floating Equipment: Vessels
3310 Allowance for Depreciation; Vessels
332 Other Floating Equipment
3320 Allowance for Depreciation; Other Floating Equipment
333 Terminal Property and Equipment
3330 Allowance for Depreciation; Terminal Property and Equipment
334 Other Shipping Property and Equipment
3340 Allowance for Depr.; Other Shipping Property and Equipment
335 Construction Work in Progress

OTHER ASSETS:

362 Spare Parts
368 Other Assets

DEFERRED CHARGES AND PREPAID EXPENSES:

376 Unexpired Long-Term Insurance
384 Debt Discount and Expense
385 Leaseholds
386 Organization and Preoperating Expenses
389 Other Deferred Charges and Prepaid Expenses

LIABILITIES AND OTHER CREDITS

CURRENT LIABILITIES:

400 Notes Payable
401 Bank Loans
410 Insurance Notes
<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>414</td>
<td>Other Short-Term Notes</td>
</tr>
<tr>
<td>415</td>
<td>Notes and Accounts Payable, Related Companies</td>
</tr>
<tr>
<td>420</td>
<td>Trade Accounts Payable</td>
</tr>
<tr>
<td>422</td>
<td>Traffic Accounts Payable</td>
</tr>
<tr>
<td>438</td>
<td>Dividends Payable</td>
</tr>
<tr>
<td>439</td>
<td>Miscellaneous Accounts Payable</td>
</tr>
<tr>
<td>440</td>
<td>Accrued Taxes Payable</td>
</tr>
<tr>
<td>459</td>
<td>Other Current Liabilities</td>
</tr>
</tbody>
</table>

**LONG-TERM DEBT:** (Due after one year)

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>500</td>
<td>Mortgage Bonds and Debentures</td>
</tr>
<tr>
<td>534</td>
<td>Other Long-Term Debt</td>
</tr>
</tbody>
</table>

**DEFERRED CREDITS:**

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>555</td>
<td>Deferred Income Taxes</td>
</tr>
<tr>
<td>556</td>
<td>Other Deferred Credits</td>
</tr>
</tbody>
</table>

**OPERATING RESERVES:**

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>570</td>
<td>Operating Reserves</td>
</tr>
</tbody>
</table>

**STOCKHOLDERS’ EQUITY:**

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>581</td>
<td>Capital Stock (issued and outstanding)</td>
</tr>
<tr>
<td>585</td>
<td>Capital Stock Subscribed</td>
</tr>
<tr>
<td>587</td>
<td>Discount on Capital Stock</td>
</tr>
<tr>
<td>590</td>
<td>Paid-In Surplus</td>
</tr>
<tr>
<td>595</td>
<td>Retained Earnings, Appropriated</td>
</tr>
<tr>
<td>596</td>
<td>Retained Earnings, Unappropriated</td>
</tr>
<tr>
<td>599</td>
<td>Profit and Loss Summary</td>
</tr>
</tbody>
</table>
# Uniform System of Accounts
## WATER CARRIERS
### INCOME ACCOUNTS

**ACCOUNT NUMBER**

**REVENUES**

<table>
<thead>
<tr>
<th>ACCOUNT NUMBER</th>
<th>DESCRIPTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>600 OPERATING REVENUES</td>
<td></td>
</tr>
<tr>
<td>610</td>
<td>Freight Revenues</td>
</tr>
<tr>
<td>615</td>
<td>Interstate Revenues</td>
</tr>
<tr>
<td>620</td>
<td>Passenger Revenues</td>
</tr>
<tr>
<td>630</td>
<td>Charter Revenues</td>
</tr>
<tr>
<td>640</td>
<td>Other Voyage Revenues</td>
</tr>
<tr>
<td>650</td>
<td>Revenue from Terminal Operations</td>
</tr>
<tr>
<td>660</td>
<td>Revenue from Cargo Handling Operations</td>
</tr>
<tr>
<td>670</td>
<td>Revenue from Other Shipping Operations</td>
</tr>
<tr>
<td>680</td>
<td>Agency Fees, Commissions and Brokerage Earned</td>
</tr>
<tr>
<td>690</td>
<td>Miscellaneous Revenues</td>
</tr>
</tbody>
</table>

**EXPENSES**

<table>
<thead>
<tr>
<th>ACCOUNT NUMBER</th>
<th>DESCRIPTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>700 TERMINAL EXPENSES</td>
<td></td>
</tr>
<tr>
<td>701</td>
<td>Wages</td>
</tr>
<tr>
<td>702</td>
<td>Payroll Taxes</td>
</tr>
<tr>
<td>703</td>
<td>Contributions, Welfare Plans</td>
</tr>
<tr>
<td>704</td>
<td>Rents</td>
</tr>
<tr>
<td>705</td>
<td>Light and Power</td>
</tr>
<tr>
<td>706</td>
<td>Repairs</td>
</tr>
<tr>
<td>707</td>
<td>Outside Services</td>
</tr>
<tr>
<td>708</td>
<td>Insurance</td>
</tr>
<tr>
<td>709</td>
<td>Other Terminal Expenses</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>ACCOUNT NUMBER</th>
<th>DESCRIPTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>720 CARGO HANDLING EXPENSES</td>
<td></td>
</tr>
<tr>
<td>721</td>
<td>Wages</td>
</tr>
<tr>
<td>722</td>
<td>Payroll Taxes</td>
</tr>
<tr>
<td>723</td>
<td>Contributions, Welfare Plans</td>
</tr>
<tr>
<td>724</td>
<td>Fuel and Power</td>
</tr>
<tr>
<td>725</td>
<td>Repairs and Maintenance</td>
</tr>
<tr>
<td>726</td>
<td>Other Cargo Handling Expenses</td>
</tr>
</tbody>
</table>
730 MAINTENANCE DEPARTMENT EXPENSE

731 Wages
732 Payroll Taxes
733 Contributions, Welfare Plans
734 Repair and Maintenance
735 Rents
736 Miscellaneous Other Maintenance Department Expenses

740 VOYAGE EXPENSES

741 Wages
742 Payroll Taxes
743 Contributions, Welfare Plans
744 Subsistence
745 Store, Supplies and Equipment
746 Other Maintenance Expense
747 Fuel
748 Repairs
749 Insurance, Hull and Machinery
750 Insurance, Other
751 Charter Hire
752 Other Vessel Expenses
753 Wharfage and Dockage
754 Freight Brokerage
755 Passenger Brokerage
756 Tug Expenses
760 Other Voyage Expenses

770 ADMINISTRATIVE AND GENERAL EXPENSES

771 Salaries of Officers
772 Other Administrative and General Salaries
773 Payroll Taxes
774 Contributions, Welfare plans
775 Legal and Accounting
776 Communication Expenses
777 Office Supplies, Stationery and Printing
778 Rent, Light and Power
779 Membership Dues and Subscriptions
780 Entertainment
781 Traveling Expenses
782 Insurance
783 Pensions and Relief
784 Postage
786 Advertising
787 Maintenance of Office Building and Equipment
Allocated Expenses
Miscellaneous

TAXES OTHER THAN INCOME TAXES
Gross Income Tax
Real Property Tax
Public Service Company Tax
Public Utility Commission Fee
Other Taxes

DEPRECIATION AND AMORTIZATION
Depreciation; Floating Equipment Vessels
Depreciation; Other Floating Equipment
Depreciation; Terminal Property and Equipment
Depreciation; Other Shipping Property and Equipment
Amortization; Leasehold

OTHER INCOME
Interest Income
Dividend Income
Miscellaneous Other Income

OTHER DEDUCTIONS FROM INCOME
Interest Expense
Amortization of Debt Discount and Expense
Miscellaneous Amortization Expense
Doubtful Notes and Accounts Receivable
Miscellaneous Deductions from Income

INCOME TAXES
Federal Income Taxes
State Income Taxes
Provision for Deferred Federal Income Taxes
Provision for Deferred State Income Taxes

EXTRAORDINARY AND PRIOR PERIOD ITEMS
Extraordinary Items
Prior Period Items
Federal and State Income Taxes on Extraordinary and Prior Period Items
## CHART OF ACCOUNTS
### WATER CARRIERS

### ASSETS

#### CURRENT ASSETS:

- **100 Cash on Hand**
  - This account shall include cash funds maintained at fixed amounts to be used in making change or in the nature of revolving funds for minor disbursements requiring immediate payment, the funds being regularly reimbursed from the general cash. Subsidiary accounts shall be maintained by agents or employees.

- **105 Cash in Bank**
  - This account shall include all cash on deposit in banks and available for general purposes. A separate account shall be maintained for each bank account.

- **110 Marketable Securities**
  - This account shall include all securities that are of a readily salable nature and which are intended for use as a backlog for cash.

- **130 Notes Receivable**
  - This account shall include the amount of all collectible obligations in the form of notes receivable.

- **150 Traffic Accounts Receivable**
  - This account shall include accounts receivable from shippers, consignees, connecting carriers and others arising incident to the carriage of passengers, excess baggage, freight and mail. Subsidiary accounts shall be maintained by individual debtors.

- **152 Claims Receivable**
  - This account shall include claims pending, including insurance claims which have been compiled and presented to underwriters for payment and other adjusted claims collectible within one year. Subsidiary accounts shall be maintained in the names of the insurance underwriters or adjusters, connecting carriers and others.

- **153 Deposits**
  - This account shall include all company deposits made for barrels, skips and other items used on a temporary basis.

- **154 Accounts Receivable, Miscellaneous**
  - This account shall include all accounts receivable for which no other account is specifically provided and all amounts receivable from officers and employees which are collectible in the ordinary course of business within one year. Subsidiary accounts shall be maintained by names of debtors.
155 **Accrued Accounts Receivable** – This account shall include monthly or other periodical accruals of unmatured receivables, including interest, rentals, dividends, charter hire and all other unaudited current items receivable accrued to the date of the balance sheet.

1500 **Allowance for Doubtful Accounts** – This account shall be credited at the close of each accounting period with the amount charged to Account 953 “Allowance for Doubtful Accounts” to provide for estimated uncollectible notes and accounts.

170 **Inventories** – This account shall include the cost, less trade discounts of all unissued and unapplied materials, articles in process of manufacture by the carrier, fuel, tools, stationery and other stores and supplies, but excluding fuel, stores and supplies on board vessels, and spare parts includible in Account 362 “Space Parts.” The costs chargeable to this account are the actual costs of the material and supplies at point of free delivery, plus custom duties, sales and other taxes, insurance, inspection, special tests, loading and unloading, and transportation charges paid for transporting the material from the free point of delivery to the carrier’s line. No charge shall be made to this account for the cost of transporting material and supplies when performed by the carrier. An annual inventory of material and supplies shall be taken and the necessary adjustments made to bring this account into harmony with actual inventory balance. In effecting such adjustments, determined differences for important classes of material shall be equitably assigned among the accounts to which such classes are ordinarily chargeable. Other differences shall be equitably apportioned among the primary accounts.

171 **Vessels Stores, Supplies and Equipment Ashore** – This account shall include the cost of all stores, supplies and equipment held for delivery to vessels at some future date, including quantity purchases warehoused and delivered to vessels as required. Subsidiary accounts shall be so maintained as to show location and type of inventories.

175 **Other Shipping Inventories** – This account shall include the cost of all stores, supplies and equipment held for use in the conduct of the shipping business and its auxiliaries, such as terminal, cargo handling, tug and lighters and other incidental shipping operations for which no other account is specifically provided. Subsidiary accounts shall be so maintained as to show location and type of inventories.
190 **Prepaid Current Insurance** – This account shall include the unexpired amount of insurance premiums prepaid or recorded as a liability in advance of payment, but only to the extent that such premiums apply to the period within one year of the date of the balance sheet and are properly chargeable within that period to accounts for insurance expense. This account shall be subdivided to show separately prepayments on the several classes of insurance.

192 **Other Prepaid Current Expenses** – This account shall include the amount of prepaid current expenses, such as interest, taxes, rentals, advertising, charter hire and similar expenses not otherwise specifically provided for, but only to the extent that such prepayments apply to the period within one year from the date of the balance sheet and are properly chargeable within that period to accounts appropriate for such expenses. Minor items may be charged directly to the appropriate expense accounts.

199 **Other Current Assets** – This account shall include the amount of assets of a current nature not includible in any of the foregoing current asset accounts. Subsidiary accounts shall be maintained so as to show separately each class of other current assets.

**PROPERTY AND EQUIPMENT**

331 **Floating Equipment; Vessels** – This account shall include the cost of construction or acquisition, including additions and betterments, of vessels such as tugs and of appurtenances, furniture and fixtures necessary to equip them for service, including inspection, trial runs and tests. Subsidiary accounts shall be maintained in such manner as to show by vessels the original cost to the carrier and cost of additions and betterments.

3310 **Allowance for Depreciation; Vessels** – This account shall be credited with all depreciation on vessels charged to Account 851 “Depreciation – Floating Equipment; Vessels.” Subsidiary accounts shall be maintained by vessels.

332 **Other Floating Equipment** – This account shall include the cost of construction or acquisition, including additions and betterments of other floating equipment, such as scows, launches, lighters, floating cranes, etc., and of appurtenances, furniture and fixtures necessary to equip them for service, including inspection, trial runs and tests. Subsidiary accounts shall be maintained in such manner as to show the foregoing information by the various kinds of other floating equipment.
3320 Allowance for Depreciation; Other Floating Equipment – This account shall be credited with all depreciation charged to Account 852 “Depreciation Other Floating Equipment.” Subsidiary accounts shall be maintained in the same manner as the corresponding accounts supporting Account 332.

333 Terminal Property and Equipment – This account shall include the cost of construction or acquisition, including additions and betterments, of terminal, land, buildings (including improvements to property under long-term lease), shore cranes, trucks, furniture and fixtures and other terminal gear and equipment. Subsidiary accounts shall be subdivided as between the various kinds of property and equipment and shall be maintained in such manner as to show location, original cost, and cost of additions and betterments.

3330 Allowance for Depreciation; Terminal Property and Equipment – This account shall be credited with all depreciation on terminal property and equipment which is charged to Account 853 “Depreciation – Terminal Property and Equipment.” Subsidiary accounts shall be maintained in the same manner as the corresponding accounts supporting Account 333.

334 Other Shipping Property and Equipment – This account shall include the cost of additions and betterments of land and buildings, furniture and fixtures, stevedoring and other cargo handling hear, repair yards, highway vehicles and any other property and equipment used exclusively in shipping and auxiliary operations which are not applicable to Accounts 331, 332 and 333. Subsidiary accounts shall be subdivided as between the various kinds of property and equipment and maintained in such manner as to show location, original cost, and cost of additions and betterments.

3340 Allowance for Depreciation; Other Shipping Property and Equipment – This account shall be credited with all depreciation on other shipping property and equipment (as described in Account 334) which is charged to account 854 “Depreciation – Other Shipping Property and Equipment.” Subsidiary accounts shall be maintained in the same manner as the corresponding accounts supporting Account 334.

335 Construction Work in Progress – This account shall be charged with all payments incident to the costs on vessels or other transportation property in process of construction which can be capitalized in accordance with sound accounting procedure. Subsidiary accounts shall be subdivided as between the various kinds of construction and maintained in such manner as to show type of construction and location. When the construction is completed, the cost thereof shall be
credited to this account and charged to the appropriate property accounts.

OTHER ASSETS

362 **Spare Parts** – This account shall include the acquisition cost (or other applicable acquisition base) of shore side reserve spare parts and spare equipment acquired as stand-by equipment, such as propellers, propeller blades, tail shifts, pumps, rudders, hoisting engines, generators, rotors, anchors, etc., held for future installation on vessels of the carrier, the individual minimum gross book value of which is not less than $1,000.

368 **Other Assets** – This account shall include all assets not provided for in other accounts.

DEFERRED CHARGES AND PREPAID EXPENSES

376 **Unexpired Long-Term Insurance** – This account shall include the amount of unexpired insurance premiums prepaid or recorded as a liability in advance of payment, but only to the extent that such premiums apply to a period more than one year following the date of the balance sheet. The proportions of the same premium payments properly chargeable to expenses prior to such period are provided for in Account 190 “Prepaid Current Insurance.” This account shall be subdivided to show separately prepayments on the several classes of insurance.

384 **Debt Discount and Expense** – This account shall include all discount and expense for all classes of funded debt. The debt discount and expense shall be amortized periodically over the respective lives of the securities by a charge to Account 951 “Amortization – Debt Discount and Expense.” When an issue of funded debt, or any part thereof, is refunded and at the date of refunding there is a balance of unamortized discount and expense relating to such issue, such balance, together with any premium paid in retiring such issue, shall be charged to Account 954 “Miscellaneous Deductions from Income” or to Account 970 “Extraordinary Items,” as may be appropriate, in accordance with the texts of these accounts.

385 **Leaseholds** – This account shall include the unamortized balance of the cost of acquiring long-term leases including rental applicable to future periods paid in advance and the cost of alterations thereto and fixtures installed in leased property. This account should not include buildings erected on land under long-term lease or improvements thereto which shall be carried in appropriate property accounts. Amounts included in this account shall be amortized through such
periodic charges to Account 860 “Amortization – Leasehold, “ as may be necessary for equitable cost distribution.

386 Organization and Preoperating Expenses – This account shall include the unamortized balance of expenses incurred in the formation and development of the business. The balance of this account shall be amortized by annual charges to Account 952 “Miscellaneous Amortization Expense.”

389 Other Deferred Charges and Prepaid Expenses – This account shall include the amount of prepaid expenses such as interest, taxes, rentals, advertising, charter hire and similar expenses not otherwise specifically provided for, but only to the extent that such prepayments apply to a period more than one year following the date of the balance sheet. Minor items and nominal payments covering such expenses may be charged directly to the appropriate expense accounts, even though they relate to periods in excess of one year.

LIABILITIES

CURRENT LIABILITIES

400 Notes Payable – This account shall include the face value of notes, drafts and other evidences of indebtedness issued or assumed by the carrier which are payable on demand or within one year from date of issue. This account shall be subdivided as set forth in 401, 410, 414, and 415.

401 Bank Loans – Subsidiary accounts shall be subdivided to show separately (a) amounts secured and (b) amounts unsecured.

410 Insurance Notes – This account shall include the face amount of notes issued by the company to cover deferred payments of insurance premiums.

414 Other Short-Term Notes – This account shall include notes payable within one year from date of issue, for which no other account is specifically provided, but excluding notes issued to related companies. This account shall be maintained to show (a) notes secured and (b) notes unsecured.

415 Notes and Accounts Payable, Related Companies – This account shall include amounts payable to related companies which are subject to current settlement, such as credit balances in open accounts for services rendered, materials furnished, traffic and interline accounts, claims, rents and for interest, dividends, loans, notes and drafts.
Trade Accounts Payable – This account shall include all liabilities currently due to trade creditors for services rendered and supplies furnished in the general conduct of the business.

Traffic Accounts Payable – This account shall include exchange orders and other amounts due connecting carriers, freight and passenger brokerage amounts due for hotel reservations and sightseeing tours, custodian funds payable such as taxes, advances, and transshipping charges and claims payable, but excluding amounts due related companies.

Dividends Payable – This account shall include the amount of dividends declared on actually outstanding capital stock, unpaid at the date of the balance sheet.

Miscellaneous Accounts Payable – This account shall include all current accounts payable to other than related companies, including unclaimed wages, taxes withheld or collected from others for the account of taxing agencies and other items which no other account is specifically provided.

Accrued Taxes Payable – This account shall include the accruals of all taxes payable. Subsidiary accounts shall be maintained to reflect: (1) Federal Income Taxes; (2) Federal Insurance Contributions Act Taxes; (3) Federal Unemployment Insurance Tax; (4) State Income Taxes; (5) State Gross Income Tax; (6) State Unemployment Insurance Tax; (7) State Public Service Company Tax; (8) State Public Utility Commission Fee and (9) Others. Taxes withheld or collected from others for the account of taxing agencies shall be included in Account 439 “Miscellaneous Accounts Payable.”

Other Current Liabilities – This account shall include all current liabilities for which no classification is provided elsewhere. Subsidiary accounts shall be maintained to show separately each class of current liability.

LONG-TERM DEBT

Mortgage Bonds and Debentures – This account shall include the face amount of bonds and debentures and shall be maintained to show full particulars in respect to each issue outstanding. Reacquired bonds and debentures shall be charged to this account at face amount.
534 Other Long-Term Debt – This account shall include all long-term obligations, excluding amounts due related companies, for which no other account has been specifically provided and shall be subdivided to show separately long-term obligations secured by capital assets and unsecured long-term debt.

DEFERRED CREDITS

555 Deferred Income Taxes – This account shall be credited with the portion of income taxes deferred to future years due to the use of accelerated depreciation or shorter service lives for income tax purposes. This account shall be maintained so that the amounts for federal income taxes and state income taxes are readily identifiable.

556 Other Deferred Credits – This account shall include all other deferred income and unadjusted credits.

OPERATING RESERVES

570 Operating Reserves – This account shall include all provisions for the equalization of operating expenses. Subsidiary accounts shall be maintained by the various classes of reserve arranged alphabetically or by other account units.
STOCKHOLDERS’ EQUITY

581 Capital Stock – This account shall include the par value or for stock without par value, the money value of the consideration received, in respect of capital sock or other form of proprietary interest in the carrier which as been issued to purchasers and has not been reacquired and cancelled. It shall include stock issued representing appropriations of surplus for stock dividends. When capital stock is retired, this account shall be charged with the book value at which such stock is recorded herein. Capital stock reacquired and held for resale or investment shall be charged to this account at a value equivalent to its book liability. The book value of nonpar stock reacquired shall be determined by a prorate of the amount recorded for shares of the particular subclass of stock of which the shares reacquired are a part actually outstanding immediately prior to acquisition. The credits hereto shall be divided as follows: (1) Preferred Stock (stock having a preference or priority in respect to dividend participation) and (2) Common Stock (stock entitled to a dividend, if any, after Preferred Stock). A separate record shall be kept for each subclass showing the number of shares authorized by the articles of incorporation and amendments, the number of shares issued, the number of shares reacquired, the number of shares cancelled, and the number of share outstanding and their book value.

585 Capital Stock Subscribed – This account shall include the amount of subscriptions to capital stock of the carrier. It shall be credited with the par value, or with the subscription price of stock without par value, exclusive of dividends, if any. Concurrently, Account 154 “Accounts Receivable – Miscellaneous” shall be debited with the agreed price and any discount or premium shall be included in the appropriate account. When properly executed stock certificates are issued, this account shall be debited and Account 581 “Capital Stock” credited.

587 Discount on Capital Stock – This account shall include the discount and commissions paid in connection with the sale of capital stock. Records supporting the entries to this account shall be maintained to show the discount and commissions on each class and series of capital stock. When capital stock is reacquired, the amount in this account with respect to the shares reacquired shall be credited hereto.

590 Paid-In Surplus – This account shall include the amount of capital donated or paid in as surplus (including premiums and assessments on capital stock) and also gains from reacquired or donated shares of capital stock, from forfeiture of subscriptions and from reduction of the par or recorded value of capital stock. This account shall be charged with amounts included capitalized by stock dividends or otherwise; losses from retirement or resale of reacquired shares not exceeding
the credit applicable; and may be charged with discount, commissions and expense on capital stock to the extent of credits applicable.

595 **Retained Earnings, Appropriated** – Earnings appropriated for replacement of capital assets, debt retirement, contingencies and other funded reserve shall be credited to this account with a corresponding charge to Account 596 “Retained Earnings, Unappropriated.” Subsidiary accounts shall be maintained by classes of appropriations.

596 **Retained Earnings, Unappropriated** – All profits and losses shown in Account 599 “Profit and Loss Summary” at the end of the accounting year shall be recorded in this account. Any part of retained earnings appropriated for any purpose shall be charged to this account. This account shall include losses on resale of reacquired capital stock issued by the company but only to the extent that such charges exceed credit balances in capital surplus for shares reacquired. This account shall include other adjustments, net of assigned Federal Income Taxes, not provided for elsewhere.

599 **Profit and Loss Summary** – This account shall be used as a clearing account for income, costs and expenses to determine the net profit for the year.
CHART OF ACCOUNTS

WATER CARRIERS

REVENUES

ACCOUNT NUMBER

600  Operating Revenues – These accounts shall include all revenues from operations. Subsidiary accounts shall be maintained by ports according to the classification of revenues. Postings shall be subdivided as between revenues earned on outward, inward and intermediate legs of voyages.

610  Freight Revenues – This account shall include all revenues accruing from the transportation of freight based upon tariff rates, or in the absence of tariff provisions, on basis of contracts. It shall include revenues earned from the carriage of: (1) general cargo; (2) refrigerated cargo; (3) bulk cargo; (4) express; (5) heavy lift charges and (6) revenue from cargo charters (contracts). It will also include any surcharges on freight revenue. It shall be charged with refunds due to errors in routing or shipping freight; refunds and uncollectible charges on lost, damaged or destroyed freight shipments and with refunds of overcharges.

615  Interstate Revenues -

620  Passenger Revenues – This account shall include all revenues accruing from the transportation of passengers based upon tariff rates. It shall include the revenues from transportation of passengers, the rental of stateroom, berths or living accommodations and the furnishing of meals.

630  Charter Revenues – This account shall include all revenues from contracts for the charter of vessels to others when the amount receivable for charter is not directly related to and dependent upon the commodities and volume transported. The compensation is usually based upon daily or monthly hire of the vessel.

640  Other Voyage Revenues – This account shall include all revenues accruing from other services by and activities aboard vessels, not otherwise provided for, such as: advances; barber shop and other services to passengers
aboard vessels; concessions aboard vessels granted to others; demurrage and dispatch; excess baggage; parcel rooms aboard vessels; radio service aboard vessels; refrigeration aboard vessels; rent from steamer chairs and other equipment to passengers; sale of periodicals and newsstand supplies to passengers; sale of buffet and bar supplies to passengers; and transportation of animal pets and weighting and vending machines aboard vessels.

650 Revenues from Terminal Operations – This account shall include all revenues derived from the rental, lease or use by others of the carrier’s terminal facilities, including dockage, wharfage, storage, use of doorways, lights, furnishing water, protective service refrigeration, precooling and similar service. Subsidiary accounts shall be maintained to show separately for each terminal the different kinds of revenues earned.

660 Revenues from Cargo Handling Operations – This account shall include all revenues derived from the performance by the carrier for others of stevedoring and other cargo handling services, such as checking, tallying, receiving, delivering, coopering, loading and discharging cargo; also use of gear, equipment, etc. Subsidiary accounts shall be maintained to show separately for each port the different kinds of services earning revenues.

670 Revenues from Other Shipping Operations – This account shall be credited with gross revenues derived from the performance of repairs and any other service or operations for others which are incidental to the shipping business and for which no other account is specifically provided. Subsidiary accounts shall be maintained to show separately for each port the different kinds of services earning revenues.

680 Agency Fees, Commissions and Brokerage Earned – This account shall include all revenues received from others covering gross agency fees, commissions and brokerage, less amounts paid to subagents therefrom. Subsidiary accounts shall be maintained by offices and postings shall show sources of earnings and classification thereof, such as agency fees, management and operating commissions, freight brokerage, passenger brokerage and names of subagents in instances where such payments are charged to this account.
690  Miscellaneous Revenues – This account shall include all other revenues not provided for elsewhere.

EXPENSES

ACCOUNT NUMBER

700  Terminal Expenses - These accounts shall include the gross expenses incurred in the maintenance and operation of terminal facilities by the carrier such as salaries, wages (and related payroll taxes), rent, heat, light, power, repairs, dredging and insurance for its owned or operated vessels or for the vessels of others. Subsidiary accounts shall be maintained to show separately the principal classes of expense incurred in the operation of each terminal.

701  Wages – This account shall include the pay of terminal employees, including regular wages, emergency allowances, overtime, vacation pay and bonuses.

702  Payroll Taxes – This account shall include taxes computed on the basis of payroll such as Federal Insurance Contributions Act Taxes and unemployment taxes.

703  Contributions, Welfare Plans – This account shall include contributions to welfare and pension plans.

704  Rents – This account shall include rents payable for use of buildings and storage space for terminal operations.

705  Light and Power – This account shall include the cost of light and power for terminal operations.

706  Repairs – This account shall include the cost of repairing buildings and equipment used for terminal operations.

707  Outside Services – This account shall include the cost of outside services contracted for terminal operations.

708  Insurance – This account shall include premiums on insurance covering terminal operations.

709  Other Terminal Expenses – This account shall include all expenses of a general character for which no other account is provided.
Cargo Handling Expenses – These accounts shall include the gross expenses incurred in the performance by the carrier of stevedoring and other cargo handling services such as checking, tallying, delivering, watching, etc. (and related payroll taxes), for its owned or operated vessels or for the vessels of others. Subsidiary accounts shall be maintained to show separately the principal classes of expenses incurred in the performance of stevedoring and other cargo handling operations at each port.

Wages – This account shall include the pay of cargo handling employees for removing and handling cargo from the piles on the pier or in pier sheds, or from cars, barges, lighter, scows or booms alongside and stowing the same in or on any part of the vessel and for discharging cargo from any part of the vessel onto the pier or into pier sheds or into or on cars, barges, lighters, scows or booms alongside the vessel and piling to same on the pier or in pier sheds.

Payroll Taxes – This account shall include taxes computed on the basis of payroll such as Federal Insurance Contributions Act Taxes and unemployment taxes.

Contributions, Welfare Plans – This account shall include contributions to welfare and pensions plans.

Fuel and Power – This account shall include the cost of fuel and power for cargo handling operations.

Repairs and Maintenance – This account shall include the cost of repairs and maintenance of buildings and equipment used in cargo handling operations.

Other Cargo Handling Expenses - This account shall include all expenses of a general character for which no other account is provided.

Maintenance Department Expenses – These accounts shall be charged with all the costs incurred to operate the Maintenance Department. The Maintenance Department costs shall include labor and fringes, repairs and maintenance incurred by the Maintenance Department to repair its own equipment, operating supplies, safety, small tools, equipment and premise rental, laundry expenses incurred for cleaning of coveralls, and other miscellaneous expenses. This account shall be subdivided as follows:
Voyage Expenses – These accounts shall be charged with all expense of voyages. Subsidiary accounts shall be maintained by vessels. This account shall be subdivided according to the classifications of expenses.

Wages – This account shall include the pay of masters, officers, pursers, radio operators and other members of crews on vessels, including regular wages, emergency allowances, overtime, vacation pay and bonuses.

Payroll Taxes – This account shall include taxes computed on the basis of payroll such as Federal Insurance Contributions Act Taxes and unemployment taxes.

Contributions, Welfare Plans – This account shall include contributions to welfare and pension plans.

Subsistence – This account shall include the cost (including sales taxes and delivery and inspection charges thereon) of all edibles purchased for consumption by passengers, officers and crews of vessels. This account shall also include board and room allowances to officers and crews in lieu of subsistence and lodging aboard vessels.

Store, Supplies and Equipment – This account shall include the cost (and related sales taxes) of all consumable stores and supplies and expendable equipment purchased for consumption by passengers, officers and crews of vessels. The term “expendable equipment” includes all tools, utensils, instruments, small machinery, strainers, burner parts, valve parts and paraphernalia of a portable or removable nature, as distinguished from “permanent equipment” fastened to the
vessel or installed as an integral thereof and spares required. The cost of such permanent equipment and spares shall be included in Account 748 “Repairs.”

746 Other Maintenance Expense – This account shall include such expenses as laundry and pressing services; wages of shoregang labor for cleaning, painting, scraping or other vessel-upkeep services usually performed by the crew; inspection service charges; and the cost of maintaining expendable equipment, such as adjustment of compasses, rating chronometers, mending linens, upholstering chairs, etc.

747 Fuel – This account shall include the cost of fuel oil and of services and facilities incident to delivery, inspection and trimming thereof.

748 Repairs – This account shall include the cost incident to repairs (not recoverable from insurance) directly attributable to replacement by duplication of or restoration to satisfactory condition of, damaged or worn parts of vessels, including the purchase of permanent equipment and spares required. The cost of repairing or servicing expendable equipment shall be included in Account 746 “Other Maintenance Expense.” In instances where reserves are maintained by the carrier to equalize repair expenses, this account shall also include the reserve provision and the unexpended or debit balance of the repair reserve applicable to the period covered by this report in excess of the amount reserved for uncompleted repairs, if it is the practice of the carrier to close balances at the end of each accounting period.

749 Insurance, Hull and Machinery – This account shall include the premiums of full navigating, total loss (including disbursements and/or earning), war-risk and port-risk insurance coverage; provisions for deductible average losses, in instances where reserves are maintained by the carrier to equalize such losses; and the unexpended or debit balances of reserves for deductible average losses applicable to the period, in excess of the amount reserved for pending claims, if it is the practice of the carrier to close such balances at the end of each accounting period.
750 **Insurance, Other** – This account shall include the premiums on all classes of marine-risk coverage carried by the carrier which are not properly allocable to Account 749 “Insurance, Hull and Machinery.”

751 **Charter Hire** – This account shall include the cost of hiring vessels from others under bareboat, time trip or other forms of charter.

752 **Other Vessel Expenses** - This account shall include all miscellaneous expenses directly incident to the management and maintenance of vessels which are not properly chargeable to other accounts classifications, such as: bill of health; crew transportation and cost of securing; dispatch; emblems and stock marks; fresh water; garbage service; inventory expense; launch hire; lights furnished from shore; expenses of masters; medical examinations of ship personnel; expenses of pursers; payroll insurance; rental of radio equipment; seaworthy certificate steam for winches and taxi hire.

753 **Wharfage and Dockage** – This account shall include the cost of terminal facilities furnished vessels of the carrier such as dockage, wharfage, storage, use of doorways, lights, etc.

754 **Freight Brokerage** – This account shall include commissions to brokers for procuring cargo.

755 **Passenger Brokerage** – This account shall include commissions to brokers and booking agencies for procuring business.

756 **Tug Expenses** – This account shall include charges incurred for tug services and shall be subdivided to show the charges incurred by ports.

760 **Other Voyage Expenses** – This account shall include all miscellaneous expenses incident to traffic operations and conduct of voyages which are not properly chargeable to other account classifications, such as arrival notices, ballast expense, bank commission, cargo plans, communication expenses, including radio dispatches and telephone tolls, demurrage, postage, reporting vessels, stowage plans and transshipment cargo for vessel’s convenience.
770 **Administrative and General Expenses** – These accounts shall include all administrative and general expenses incurred in the operation of the business for which no other specific account is provided. Subsidiary accounts shall be maintained separately by offices. These accounts shall be subdivided according to the classification of expenses.

771 **Salaries of Officers** – This account shall include the compensation of officers and directors, including fees of receivers and trustees and commissions in lieu of salaries.

772 **Other Administrative and General Salaries** – This account shall include the salaries or wages of all administrative employees except officers and directors.

773 **Payroll Taxes** – This account shall include taxes computed on the basis of payroll such as Federal Insurance Contributions Act Taxes and unemployment taxes for salaries included in Accounts 771 and 772.

774 **Contributions, Welfare Plans** – This account shall include contributions to welfare and pension plans for salaries included in Accounts 771 and 772.

775 **Legal and Accounting** – This account shall include fees, retainers and other expenses for outside professional services of attorneys, auditors, accountants and others not on the carrier’s payroll, including cost of law books, legal forms, testimony, notarial and witness fees, law and court expenses and audit reports of investigations and lawsuits.

776 **Communication Expenses** – This account shall include the cost of telephone, radio, teletype and all other communication services.

777 **Office Supplies, Stationery and Printing** – This account shall include the cost of office supplies and of stationery and printing used in general offices, including the cost of printing annual reports, contracts, leases, passes and tariffs.

778 **Rent, Light and Power** – This account shall include the cost of lights, power, water and air conditioning; also rents payable for use of buildings, general offices and storage space.
Membership Dues and Subscriptions – This account shall include membership dues and fees in associations and subscriptions to periodicals and newspapers.

Entertainment – This account shall include expenses of canvassing and solicitation in connection with the procurement of traffic and all entertaining expenses.

Traveling Expenses - This account shall include all traveling expenses of officers and employees on official business of the company.

Insurance – This account shall include premiums on insurance such as burglary, theft, robbery, etc., and premiums on fidelity bonds on officers and employees.

Pensions and Relief – This account shall include pensions and gratuities paid to retired employees or heirs of employees, and expenses in connection therewith; also cost of life and benefit insurance on employees. A carrier may account for pensions on an accrual basis when funded under an established retirement plan whereby it definitely agrees to pay pensions to its retired employees. No charge shall be made to this account in anticipation of discretionary pension payments in the future.

Postage – This account shall include the cost of postage for mailing official business, including parcel post and registered mail, not provided for elsewhere.

Advertising – This account shall be charged with the cost of all freight, passenger and other advertising.

Maintenance of Office Building and Equipment – This account shall include the cost of repairing general office buildings and equipment, furniture and machines. It shall include the rental of tabulating machines and other office equipment.

Allocated Expenses – This account shall include all expenses or fees which are allocated from affiliated or related companies for administrative or general expenses. The account shall be subdivided to show the amounts charge or allocated from different related companies.
Miscellaneous – This account shall include all expenses of a general character for which no other account is provided, such as: clipping service; credit investigations; office cleaning service; publishing notices to stockholders’ meetings; registrar and transfer agent’s fees; rent of safe deposit boxes; towel service and watchman service.

Taxes Other Than Income Taxes – These accounts shall include all taxes other than Federal and State Income Taxes, sales taxes and taxes computed on basis of payrolls, such as Federal Insurance Contributions Act Taxes and unemployment taxes. Sales taxes and taxes assessed against carriers for electrical energy, telegraph, telephone, radio, cables, checks, rental and safe deposit boxes, motor vehicle licenses, etc., shall be included in the respective accounts to which the cost of the material or services is charged. Social security taxes and other payroll related taxes are to be included in the respective accounts to which the payrolls are charged. These accounts shall be subdivided as follows:

Gross Income Tax
Real Property Tax
Public Service Company Tax
Public Utility Commission Fee
Other Taxes

Depreciation and Amortization – These accounts shall include all accruals applicable to the accounting period for depreciation of all shipping property and equipment operated in transportation service by the carrier which is subject to depreciation accounting.

Depreciation; Floating Equipment Vessels – This account shall include the accrual of depreciation of vessels such as tugs owned by the carrier with a corresponding credit to Account 3310 “Allowance for Depreciation – Vessels.”

Depreciation; Other Floating Equipment – This account shall include the accrual of depreciation of lighters, barges, scows, launches, floating cranes and similar floating equipment, with corresponding credit to Account 3320 “Allowance for Depreciation – Other Floating Equipment.”
Depreciation; Terminal Property and Equipment – This account shall include the accrual of depreciation of terminal buildings, shore cranes, trucks, furniture and fixtures and other terminal gear and equipment with a corresponding credit to Account 3330 “Allowance for Depreciation – Terminal Property and Equipment.”

Depreciation; Other Shipping Property and Equipment – This account shall include the accrual of depreciation of property and equipment incident to shipping and its auxiliary operations for which no other account has been specifically provided, including stevedoring and other cargo handling gear and equipment, repair yards and equipment and highway vehicles, with corresponding credit to Account 3340 “Allowance for Depreciation – Other Shipping Property and Equipment.”

Amortization; Leasehold – This account shall include the amortization of cost of acquiring long-term leases and the cost of alterations to and fixtures installed in leased property, with a corresponding credit to Account 385 “Leaseholds.”

Other Income

Interest Income – This account shall be credited with all interest accrued. If it is the practice of the carrier to adjust such interest to yield basis, this account shall be charged with amortization of any premium and shall be credited with accumulation of any discount in securities at the time of accrual or collection of interest thereon. Interest shall not be credited before actual collection unless its payment is reasonably assured by past experience, guaranty, anticipated provisions or otherwise. This account shall be subdivided to show the various sources of interest earned.

Dividend Income – This account shall be credited with all dividends received. Dividends may be credited prior to actual collection if their payment is reasonably assured by past experience, guaranty, anticipated provisions or otherwise. This account shall not include dividends on the carrier’s own capital stock.
930 Miscellaneous Other Income – This account shall include all income not provided for elsewhere, such as: cash discounts; profit from sale of securities and profit from company bonds reacquired.

940 Other Deductions

941 Interest Expense – This account shall include all interest expense accrued. This account shall be subdivided to show the interest or the different types of obligations of the company.

951 Amortization of Debt Discount and Expense – This account shall include debt discount and expense on funded debt as is transferred from Account 384 “Debt Discount and Expense.”

952 Miscellaneous Amortization Expense – Amortization of any deferred charges for which no other account is specifically provided shall be included in this account.

953 Allowance for Doubtful Accounts – This account shall be charged with provisions for allowance against all notes and accounts receivable considered doubtful of collection.

954 Miscellaneous Other Deductions – This account shall include amounts properly chargeable to income, not provided for elsewhere, such as: calls for bids in accordance with provision of mortgages; cost of advertising bonds drawn for redemption; premium on bonds to assure performance on contracts when chargeable to income; taxes on interest on funded debt payable at source under tax-free covenants; current expenses of maintaining and administering trusts, trustees’ commissions and fees for paying bond interest on coupons and expenses connected with such payments; loss on sale of shipping and nonshipping property and equipment; loss on sale of securities and charges to write down the book value of securities because of impairment in their value and loss on company bonds reacquired. When the loss from sale of property and equipment, or securities, or from write down of securities because of impairment in value, or reacquisition of the company’s own bonds is of an amount sufficiently large to constitute an extraordinary item, such loss shall be charged to Account 970 “Extraordinary Items.”
Income Taxes

Federal Income Taxes – This account shall be charged with accrued provision for Federal Income Taxes applicable to ordinary income of the accounting year. Income taxes which are refundable or reduced as the result of carry-back or carry-forward of operating loss shall be credited to this account, if a carry-back, in the year in which the loss occurs, or, if a carry-forward, in the year in which such loss is applied to reduce taxes. However, when the amount constitutes an extraordinary item, it shall be included in Account 971 “Prior Period Items.”

State Income Taxes – This account shall be charged with accrued provision for State Income Taxes applicable to ordinary income of the accounting year. Income taxes which are refundable or reduced as the result of carry-back or carry-forward of operating loss shall be credited to this account, if a carry-back, in the year in which the loss occurs, or, if a carry-forward, in the year in which such loss is applied to reduce taxes. However, when the amount constitutes an extraordinary item, it shall be included in Account 971 “Prior Period Items.”

Provision for Deferred Federal Income Taxes – This account shall be debited or credited with the amounts of deferred Federal Income Taxes arising out of the use of accelerated depreciation for tax treatment over book account purposes.

Provision for Deferred State Income Taxes – This account shall be debited or credited with the amounts of deferred State Income Taxes arising out of the use of accelerated depreciation for tax treatment over book accounting purposes.

EXTRAORDINARY AND PRIOR PERIOD ITEMS

Extraordinary Items – This account shall include extraordinary items accounted for during the current accounting year. Among the items which shall be included in the account are: net gain or loss on sale of shipping property and equipment; net gain or loss on sale of securities and charges to write down the book value of such securities because of impairment of value; net gain or loss on reacquisition of company bonds and change in application of accounting principles. This account shall be maintained to show the nature and gross amount of each debit and credit, together with the applicable year and vessel name.
Prior Period Items – This account shall include unusual delayed items accounted for during the current accounting year. Among the items which shall be included in this account are: unusual adjustments, refunds or assessments of Federal Income Taxes of prior years and similar items representing transactions of prior years which are not identifiable with or do not result from business operations of the current year. This account shall be maintained to show the nature and gross amount of each debit and credit, together with the applicable year and vessel name.

Federal and State Income Taxes on Extraordinary and Prior Period Items – This account shall include the estimated Federal and State Income Taxes (debit or credit) assignable to the aggregate of items which are for accounting purposes, classified as unusual and extraordinary and are recorded in Accounts 970 “Extraordinary Items” and 971 “Prior Period Items.”