

## Foreword

This guide is intended to be used as a medium for clarifying the classification of items under the Uniform System of Accounts and Reports effective June 1, 1961, as amended. It should be used in context with, and does not in any respect supplant, the instructions contained in the CFR Title 14, Part 241.

The classifications indicated for the items listed in this guide are only representative of common classifications to be accorded any specific item, in accordance with the Uniform System of Accounts and Reports. In no case should the guide be construed as constituting a complete list of possible items or as indicating all possible classifications to be accorded a particular item. Conformance with the Uniform System of Accounts and Reports requires the classification of each item in terms of its operational characteristics and not in terms of its nominal features only. The appropriate classification to be accorded any particular item may, depending upon its substantive characteristics, conform with any one or all, or even none, of the classifications indicated in this guide for items of the same nominal class. Items of questionable classification should be submitted to the Office of Airline Information for interpretation or resolution.

Suggested additional items to be included in this list, or additional classifications to be accorded any specific item, would be appreciated. Suggestions should be accompanied by sufficient descriptive material as to permit identification and determination of the appropriate classification. All communications should be addressed to the Department of Transportation, Bureau of Transportation Statistics, Office of Airline Information, 1200 New Jersey Avenue SE, RTS-42, Washington, DC 20590.

## TABLE OF CONTENTS

### PART I - NUMERICAL SECTION

Balance Sheet Items:	<u>Pages</u>
Current assets	1 - 3
Investments and special funds	4
Operating property and equipment	4 - 8
Nonoperating property and equipment	8
Deferred charges	8 - 9
Current liabilities	9 - 11
Noncurrent liabilities	12
Deferred Credits	12
Stockholders equity	13
Profit and Loss Items:	
Operating revenues	13
Foreword to payroll	17
Operating expenses	18 - 32
Nonoperating income and expenses	33 - 34
Income taxes	34
Special items	34

ITEM LIST GUIDE

PART I - NUMERICAL SECTION

BALANCE SHEET ITEMS

CURRENT ASSETS

- 1010 Cash
- Cash in banks
  - Cash in transit
  - Undeposited cash, checks, drafts, money orders, etc.
- 1030 Special Deposits
- Cash collateral accounts
  - Security deposits
- 1110 United States Government Securities
- Discount
  - Premium
- 1120 Other Temporary Cash Investments
- Discount
  - Premium
- 1220 Accounts Receivable - United States Government
- Rentals
  - Military charter
  - Sales and service
  - Subsidy
  - Tax refunds
  - Transportation
    - Freight and express
    - Mail
    - Personnel and baggage
  - Interest receivable

CURRENT ASSETS

- 2 -

- 1230 Accounts Receivable - Foreign Governments
- Rentals
  - Sales and service
  - Transportation
    - Freight and express
    - Mail
    - Personnel and baggage
- 1240 Accounts Receivable - General Traffic
- Gross amounts due from:
- Clearing House
  - Non-clearing house carriers
  - Agents
  - Trade accounts
  - Universal Air Travel Plan
  - Outside credit card companies
  - Pay later plans
  - Surface carriers including freight forwarders
  - State and municipal governments
- 1250 Notes and Accounts Receivable - Associated Companies
- Gross amounts due from associated companies
- 1260 Notes and Accounts Receivable - Company Personnel
- Advances
  - Transportation sales
  - Sales and services
- 1280 Notes and Accounts Receivable - Other
- Accrued interest
  - Dividends
  - Notes
  - Rents
  - Sales and services
  - Tax refund claims (local and State)
- 1290 Reserve for Uncollectible Accounts

CURRENT ASSETS

- 3 -

- 1310 Flight Equipment Expendable
  - Aircraft parts
- 1311 Obsolescence and Deterioration Reserves - Expendable Parts
- 1330 Miscellaneous Materials and Supplies
  - Automotive supplies
  - Chemicals and solvents
  - Cleaning compounds and supplies
  - Commissary supplies
  - Composition materials
  - Electrical supplies
  - Fuels and lubricant
  - Glass and glass products
  - Hardware items
  - Lumber and wood products
  - Paints, lacquers and thinners
  - Passenger service equipment spares
  - Plumbing supplies
  - Rubber and plastic goods
  - Sheet metal
  - Small tools
  - Special clothing and devices
  - Stationery, printing and office supplies
  - Textiles and leather goods
  - Tube, bar and strip materials
- 1410 Short Term Prepayments
  - Equipment service contracts
  - Retainer fees
  - Royalties
  - Taxes
- 1420 Other Current Assets

## INVESTMENTS AND SPECIAL FUNDS

- 4 -

- 1510 Investments in Associated Companies
- Advances to associated companies
  - Noncurrent receivables from associated companies
  - Securities
- 1520 Advances to Nontransport Divisions
- Current accounts receivable or payable
  - Current net profit or loss
  - Net investment in nontransport divisions
- 1530 Other Investments and Receivables
- Cash value of officers' life insurance
  - Securities, including notes, bonds, mortgages
- 1540 Special Funds - Self Insurance
- 1550 Special Funds - Other - Restricted Cash
- Capitalized interest
  - Cash and securities posted with courts of law
  - Equipment purchase funds
  - Pension funds under carrier's control
  - Sinking funds
  - Utility deposits

## OPERATING PROPERTY AND EQUIPMENT

- 1601 Airframes
- 1602 Aircraft Engines
- 1603 Aircraft Propellers
- 1604 Aircraft Communications and Navigational Equipment
- 1606 Miscellaneous Flight Equipment
- Flight crew equipment
  - Passenger survival equipment

OPERATING PROPERTY AND EQUIPMENT

- 5 -

- 1607      Improvements to Leased Flight Equipment
- 1608      Flight Equipment Rotable Parts and Assemblies
  - 1608.1      Airframe Parts and Assemblies
  - 1608.5      Aircraft Engine Parts and Assemblies
  - 1608.9      Other Parts and Assemblies
- 1619      Reserve for Depreciation - Flight Equipment
  - Refer to Sections 03 and 6 - Account 1619  
for subsidiary accounts
- 1629      Flight Equipment airworthiness Reserves
  - Provisions - airworthiness reserves
  - Charges - airworthiness reserves
- 1630      Passenger Service Equipment
  - Full complements of passenger service equipment  
assigned to aircraft for active line operations
- 1631      Hotel, Restaurant and Food Service Equipment
  - Bedding and linens
  - Beverage service equipment
  - Cleaning equipment
  - Food preparation equipment
  - Food preservation and storage equipment
  - Food transport equipment
  - Kitchenware
- 1632      Ramp Equipment
  - Aircraft handling equipment
  - Auxiliary power equipment
  - Baggage handling equipment
  - Cargo handling equipment
  - Cleaning equipment
  - Compressors and pumps
  - Cranes, hoists and conveyors
  - Food transport equipment
  - Hand vehicles
  - Heating and air conditioning equipment
  - Inspection and test equipment
  - Loading devices and equipment
  - Motorized ramp vehicles
  - Portable lighting equipment
  - Portable scaffolding and ladders

OPERATING PROPERTY AND EQUIPMENT

- 6 -

1633 Communications and Meteorological Equipment

1634 Maintenance and Engineering Equipment

Aircraft handling equipment  
Auxiliary power equipment  
Benches, stands and lockers  
Cleaning equipment  
Compressor and pumps  
Cranes, hoists and conveyors  
Finishing and drying equipment  
Generators and motors  
Hand tools  
Hand vehicles  
Heat treatment and refrigeration equipment  
Inspection and test equipment  
Jigs, dies and gauges  
Motorized vehicles  
Plating equipment  
Portable lighting equipment  
Portable scaffolding and ladders  
Power driven machine and tools  
Salvage equipment  
Storage tanks, drums and bins  
Valves, hoses, nozzles and meters  
Welding equipment

1635 Surface Transport Vehicles and Equipment

Automobiles  
Buses  
Marine equipment  
Motor trucks  
Station wagons

1636 Furniture, Fixtures and Office Equipment

Cabinets and storage facilities  
Cleaning equipment  
Data transmission equipment  
Drafting and copying equipment  
Draperies, decorations and floor covering  
Electrical accounting machines  
Electronic data processing equipment  
Environment control systems and equipment

OPERATING PROPERTY AND EQUIPMENT

- 7 -

- 1636 Furniture, Fixtures and Office Equipment - cont.
- Furniture and fixtures
  - Internal communications systems and equipment
  - Mechanical office equipment
  - Reservations equipment
- 1637 Storage and Distribution Equipment
- Compressors and pumps
  - Generators and motors
  - Hand vehicles
  - Motorized vehicles
  - Pipe lines
  - Portable scaffolding and ladders
  - Refueling pits and related equipment
  - Storage tanks, drums and bins
  - Tankers and motor trucks
  - Valves, hoses, nozzles and meters
- 1638 Miscellaneous Ground Equipment
- Airport and airways lighting equipment
  - Firearms and security devices
  - Medical equipment
  - Photographic equipment
  - Safety equipment
  - Snow removal equipment
  - Training equipment
- 1639 Reserve for Depreciation - Ground Property and Equipment
- Refer to Sections 03 and 6 - Account 1639  
for subsidiary accounts
- 1640 Buildings and Other Improvements
- Architect, draftsmen, engineering and legal cost
  - Drainage systems
  - Landscaping, signs and decorations
  - Streets and sidewalks
  - Structures for aircraft, passengers, cargo data  
processing, offices and communications
- 1640.1 Maintenance Buildings and Improvements
- 1640.9 Other Buildings and Improvements

## OPERATING PROPERTY AND EQUIPMENT

- 8 -

- 1679 Land  
Acquisition costs  
Drainage  
Grading  
Landscaping
- 1689 Construction Work in Progress  
  
Advances for construction of facilities  
Buildings and improvements  
Capitalized interest  
Construction projects  
Flight equipment  
Ground property and equipment  
Land  
Overhauls in progress  
Transfers to property accounts

## NONOPERATING PROPERTY AND EQUIPMENT

- 1700 Nonoperating Property and Equipment  
  
Cost of nonoperating property and equipment recorded  
in balance sheet accounts 1701 through 1789

## DEFERRED CHARGES

- 1820 Long-Term Prepayments
- 1830 Development and Preoperating Costs  
  
Capitalized interest  
Integration of new equipment types  
Preoperational costs of newly certificated carriers  
Route extensions or new routes  
Advertising and promotional flights  
Communications costs  
Cost of regulatory proceedings  
Legal fees and expenses  
Moving costs - initial  
Training costs  
Travel and incidental expenses

## DEFERRED CHARGES

- 9 -

- 1840 Unamortized Discount and Expense on Debt
- Excess of par value of debt securities issued  
over cash value of consideration received
  - Legal costs
  - Underwriting expense
- 1850 Unamortized capital Stock Expense
- Commissions and expenses incurred in the original  
issuance and sales of capital stock
  - Debenture discount and expense on  
conversion to capital stock
- 1870 Property Acquisition Adjustment
- Difference between purchase price of property  
acquired through consolidation merger or  
reorganization and depreciated cost to predecessor  
company
- 1880 Other Intangibles
- Copyrights
  - Franchises
  - Leaseholds
  - Patents
- 1890 Other Deferred Charges
- Casualty losses in suspense
  - Fuel Hedging
  - Recoveries from purchased insurance and salvage
  - Suspense debits
  - Equalization reserves - includes income tax amounts

## CURRENT LIABILITIES

- 2010 Current Notes Payable
- Current portion of long-term debt
  - Notes drafts and acceptances
  - Current portion of conditional sales contract



CURRENT LIABILITIES

- 11 -

2120	Accrued Vacation Liability
	Unpaid personnel vacations
2131	Accrued Federal Income Taxes
	Accruals
	Adjustments
	Payments
	Utilization of Investment Tax Credits
2139	Other Accrued Taxes - Carrier Assessed
	Capital stock
	FICA (company portion)
	Foreign income
	Franchise
	Gross receipts
	License fees
	Permit fees
	Personal property
	Real property
	Sales
	State income
	Transportation of persons
	Unemployment - Federal
	Unemployment - State
2140	Dividends Declared
2150	Air Travel Plan Liability
	Deposits received under ATP contracts
2160	Unearned Transportation Revenue - Air Traffic Liability
2190	Other Current Liabilities
	(includes accounts 2030 and 2040 for B-1 reporting)
	Obligations unmatured at balance sheet date
	Audit fees
	Contributions - retirement plan
	Insurance premiums
	Interest payable
	Legal fees
	Passenger Facility Charges (PFC)
	Rents
	Stock transfer fees and expenses
	TSA Security fees
	U. S. Transportation Tax (7.5%)

## NONCURRENT LIABILITIES

- 12 -

2210	Long-Term Debt
	Debentures payable
	Installment contracts payable
	Long-Term notes payable
2240	Advances from Associated Companies
	Noncurrent notes, loans and advances - associated companies
2245	Advances from Nontransport Divisions
	Net amounts payable to nontransport divisions
2250	Pension Liability - plan administered by carrier
	Contributions
	Pension payments
2260	Company Stock Purchase Plan Liability
	Installments by employees less share deliveries
2290	Other Noncurrent Liabilities
	Contractual airworthiness liability accrued - leased equipment
	Personnel severance liability
	Deferred personnel compensation - long term

## DEFERRED CREDITS

2330	Unamortized Premium on Debt
	Excess of cash value of consideration received over par value plus accrued interest on debt securities issued.
2340	Deferred Federal Income Taxes
2345	Deferred Investment Tax Credits
2350	Reserve for Self-Insurance
2390	Other Deferred Credits
	Imputed Interest
	Equalization reserves

## STOCKHOLDERS EQUITY

- 13 -

2820	Preferred Stock
2840	Common Stock
2860	Capital Stock Subscribed and Unissued
2890	Other Paid-In Capital
2890.1	Premium on Capital Stock
2890.2	Discount on Capital Stock
2890.3	Other Capital Stock Transactions
2890.9	Miscellaneous Paid-In Capital Donations by stockholders
2930	Appropriations of Retained Earnings
	Contingencies
	Self-insurance
2940	Unappropriated Retained Earnings
2990	Treasury Stock

## PROFIT AND LOSS ITEMS

### OPERATING REVENUES

01	Passenger
	Gross revenue
	Adjustments
	Refunds
	Surcharges for premium service
01.1	Passenger - First Class
01.2	Passenger - Coach
02	United States Mail
	Gross revenue
	Parcel post revenue
	Revenue adjustments
02.1	United States Mail - Priority
02.2	United States Mail - Nonpriority

OPERATING REVENUES

- 14 -

- 03 Foreign Mail
  - Gross revenue
  - Revenue adjustments
  
- 06 Property
  - Gross revenue
  - Adjustments
  - Refunds
  
  - 06.1 Express
  - 06.2 Freight
  - 06.3 Excess Passenger Baggage
  
- 07 Charter and Special
  - 07.1 Passenger
    - Sightseeing flights
  
  - 07.2 Property
    - Advertising
    - Aerial photography
    - Firefighting flights
  
- 08 Section 406 Subsidy
  
- 09 Foreign Exchange Fluctuation Adjustments (Routine)
  - In-flight Sales
    - 09.1 Liquor and food - Gross revenues
    - 09.2 Movies and stereo - Gross revenues
    - 09.3 Other - Gross revenues
    - 09.4 Liquor and food - Depreciation expense
    - 09.5 Liquor and food - Other expense
    - 09.6 Movies and stereo - Depreciation expense
    - 09.7 Movies and stereo - Other expense
    - 09.8 Other - Depreciation expense
    - 09.9 Other - Expense
  
- 10 Hotel, Restaurant and Food Service
  - 10.1 Gross Revenues
  - 10.2 Depreciation Expense
  - 10.3 Other Expenses

## OPERATING REVENUES

- 15 -

- 11            Rents
  - Flight equipment
  - Ground equipment
  - Space rentals
  - 11.1            Gross Revenues
  - 11.2            Depreciation Expense
  - 11.3            Other Expenses
  
- 12            Limousine Service
  - 12.1            Gross Revenues
  - 12.2            Depreciation Expense
  - 12.3            Other Expenses
  
- 13            Interchange Sales - Associated Companies
  - 13.1            Gross Revenues
  - 13.2            Depreciation Expense
  - 13.3            Other Expenses
  
- 14            General Service Sales - Associated Companies
  - 14.1            Gross Revenues
  - 14.2            Depreciation Expense
  - 14.3            Other Expenses
  
- 15            Interchange Sales - Outside
  - 15.1            Gross Revenues
  - 15.2            Depreciation Expense
  - 15.3            Other Expenses
  
- 16            General Service Sales - Outside
  - Commissions earned on air transportation
  - Fuel and oil
  - Joint facilities
  - Maintenance, repair and overhaul
  - Parts and accessories
  - 16.1            Gross Revenues
  - 16.2            Depreciation Expense
  - 16.3            Other Expenses

## OPERATING REVENUES

- 16 -

- 17           Air Cargo Services
  - Insurance collections (shipper's interest)
  - Pick-up and delivery fees
  - Storage and handling fees
  - 17.1           Gross Revenues
  - 17.2           Depreciation Expense
  - 17.3           Other Expenses
  
- 18           Other Incidental Revenues
  - Airlines mutual aid receipts and payments
  - Beverage and food sales
  - Vending machines
  - 18.1           Gross Revenues
  - 18.2           Depreciation Expense
  - 18.3           Other Expenses
  
- 19           Other Operating Revenues
  - 19.1           Reservations Cancellation Fees
    - Changing Ticket Fees
  - 19.2           Miscellaneous Operating Revenue
    - Frequent Flyer Partner Service Charge Revenue
    - Credit Card
    - Hotel
    - Pet Transporting
    - Service Charges for Nonrevenue Passengers
    - Standby Fees

## OPERATING EXPENSES

- 17 -

### **Foreward Note Applicable to Payroll Accounts:**

Separate objective accounts are provided in the manual for recording remuneration of those personnel engaged in operational activities (23, 24, 25, 26, 28, 30 and 33), those engaged in administrative activities (21, 31, 32 and 34), and those engaged in miscellaneous unclassified operational or administrative activities (35).

In principle, all personnel whose duties are directly identified with the performance of a single operational or administrative objective for which separate classifications are provided, are to be so recorded regardless of job title or class. Personnel not so directly identified are to be included in the unclassified category. Thus, secretaries, typists and clerks directly identified with traffic handling activities are to be included in the appropriate subdivision of Account 26; those directly identified with paperwork management, accounting or general economic research, not incident to traffic handling or other operational activities, are to be included in Account 31; and those directly identified with activities not otherwise separately provided for, such as industrial relations, internal security, or centralized services available equally to two or more named objectives, are to be included in Account 35.

Examples of the objective classifications to be accorded representative personnel are listed on the following pages.

OPERATING EXPENSES

- 18 -

21 General Management Personnel

Compensation of elective officers and immediate assistants and equivalent personnel responsible for the formulation and administration of general company policy.

Advertising vice president  
Assistant to president, vice president or general officer  
Comptroller  
Corporate secretary  
Division manager  
Economics controls vice president  
Engineering vice president  
Executive vice president  
Maintenance vice president  
Operations vice president  
Passenger service vice president  
President  
Public relations vice president  
Regional vice president  
Sales vice president  
Treasurer

23 Pilots and Copilots

Captain  
Check pilot  
Chief pilot  
Copilot  
Pilot  
Reserve pilot  
Test pilot

24 Other Flight Personnel

Cabin attendant (cargo)  
Cabin attendant (passenger)  
Communications officer  
Engineering officer  
Hostess  
Navigation officer  
Purser  
Steward  
Stewardess

OPERATING EXPENSES

- 19 -

25 Maintenance Labor

25.1 Labor - Airframes

Apprentice mechanic  
Chief mechanic  
Cleaner (flight equipment maintenance)  
Crew chief  
Electrician  
Engineer  
Foreman  
Inspector  
Lead mechanic  
Mechanic  
Mechanic helper

25.2 Labor - Aircraft Engines

Apprentice mechanic  
Chief mechanic  
Cleaner  
Crew chief  
Electrician  
Engineer  
Foreman  
Inspector  
Lead mechanic  
Mechanic  
Mechanic helper

25.3 Labor - Other Flight Equipment

Apprentice mechanic  
Chief mechanic  
Cleaner  
Crew chief  
Electrician  
Engineer  
Foreman  
Inspector  
Lead mechanic  
Mechanic  
Mechanic helper

OPERATING EXPENSES

- 20 -

25.6 Labor - Flight Equipment (Group I air carriers)

Apprentice mechanic  
Chief mechanic  
Cleaner  
Crew chief  
Electrician  
Engineer  
Foreman  
Inspector  
Lead mechanic  
Mechanic  
Mechanic's helper

25.9 Labor - Ground Property and Equipment

Carpenter  
Chief mechanic  
Crew chief  
Electrician  
Engineer  
Foreman  
Inspector  
Mechanic

26 Aircraft and Traffic Handling Personnel (Group I air carriers)

26.1 General Aircraft and Traffic Handling Personnel

Analyst - procedures  
Cleaner - aircraft  
Clerk  
Mechanic - line service  
Rates clerk  
Refreshing crew  
Regional manager  
Secretary  
Station manager  
Stenographer  
Tariff specialist  
Typist

## OPERATING EXPENSES

- 21 -

### 26.2 Aircraft Control Personnel

- Analyst - procedures
- Clerk
- Control tower operator
- Crew Scheduler
- Draftsman - flight control
- Flight director
- Flight dispatcher
- Flight regulations supervisor
- Flight specifications supervisor
- Meteorologist
- Secretary
- Stenographer
- Typist

### 26.3 Passenger Handling Personnel

- Analyst - procedures
- Cashier - ticket office
- Chauffeur - passenger vehicles
- Clerk
- Counterman - airport
- Counter ticket salesman - city
- Doorman - passenger
- Gateman
- Passenger ramp agent
- Passenger sales ticketing clerk
- Rates clerk
- Reservations clerk
- Reservations manager
- Secretary
- Stenographer
- Tariff specialist
- Typist

### 26.4 Cargo Handling Personnel

- Analyst - procedures
- Baggage clerk
- Baggage handler
- Cargo clerk
- Cargo handler
- Clerk
- Express agent
- Freight agent

## OPERATING EXPENSES

- 22 -

26.4 Cargo Handling Personnel - cont.

Mail handling clerk  
Porter - baggage  
Rates clerk  
Secretary  
Stenographer  
Tariff specialist  
Typist  
Waybill clerk

28 Trainees, Instructors and Unallocated Shop Labor

28.1 Trainees and Instructors

Cabin attendant trainee  
Engineering officer trainee - flight  
Flight simulator instructor  
Hostess trainee  
Mechanic trainee  
Mechanic instructor  
Passenger service instructor  
Pilot instructor - flight  
Pilot instructor - ground  
Pilot trainee - flight  
Purser trainee  
Reservations and ticketing instructor  
Reservations trainee  
Sales instructor  
Sales trainee  
Steward trainee  
Stewardess trainee  
Ticket clerk trainee

28.2 Unallocated Shop Labor

Nonproductive shop labor - vacation and sick leave  
Shop labor not identified with specific maintenance  
projects

OPERATING EXPENSES

- 23 -

30            Communications Personnel

Clerk  
Communications director  
Courier  
Draftsman  
Engineer  
Messenger  
Radio operator--ground  
Secretary  
Stenographer  
Switchboard operator  
Telegraph operator  
Teletype operator  
Typist

31            Record Keeping and Statistical Personnel

Accountant  
Analyst - budget  
Auditor  
Budget personnel  
Cashier  
Comptometer operator  
Computer operator  
Economist  
Insurance specilaist  
Inventory clerk  
Key punch operator  
Maintenance record clerk  
Office machine operator  
Programmer  
Receiving clerk  
Secretary  
Statistician  
Stenographer  
Stock handler  
Storekeeper  
Systems analyst  
Tabulating machine operator  
Tax analyst  
Timekeeper  
Typist

OPERATING EXPENSES

- 24 -

- 32           Lawyers and Law Clerks
- Attorney
  - General counsel
  - Law clerk
  - Lawyer
  - Secretary
  - Stenographer
  - Typist
- 33           Traffic Solicitors
- Cargo salesmen
  - District sales managers
  - Passenger salesmen
  - Regional sales managers
- 34           Purchasing Personnel
- Buyers
  - Clerk
  - Purchasing agent
  - Purchasing specialist
  - Secretary
  - Stenographer
  - Typist
- 35           Other Personnel
- Advertising specialist
  - Artist
  - Caretaker
  - Chauffeur
  - Cleaner
  - Clerk
  - Guard
  - Hostess - non-flying
  - Industrial relations personnel
  - Janitor
  - Medical personnel
  - Nurse
  - Photographer
  - Publicity representative
  - Safety personnel
  - Secretary
  - Stenographer

OPERATING EXPENSES

- 25 -

- 35 Other Personnel - Cont.
  - Stewardess - non-flying
  - Typist
  - Watchman
  
- 36 Personnel Expenses
  - Auto fuel and parking expense
  - Auto mileage allowances
  - Auto rentals
  - Communications expense
  - Employee memberships, dues and registrations
  - Employee service pins
  - Employee uniforms and insignia
  - Flight crew meals
  - Hotel and lodging
  - Laundry and valet expense
  - Meals and entertainment
  - Meeting room rentals
  - Moving, storage and relocation expense
  - Passport expenses
  - Transportation expense
  
- 37 Communications Purchased
  - Air-ground radio service
  - Equipment installation charges
  - Equipment rental
  - Intercommunication equipment
  - Navigation facility user charges
  - Telegraph and cable message charges
  - Telephone equipment
  - Telephone toll charges
  - Teletype equipment
  
- 38 Light, Heat, Power and Water
  
- 39 Traffic Commissions (Group I air carriers)
  - Commission agents
  - General agents
  - Other airlines
  - Steamship companies
  - Surface carriers
  
- 39.1 Commissions - Passenger
- 39.2 Commissions - Cargo

## OPERATING EXPENSES

- 26 -

- 40           Legal Fees and Expenses
  - Attorney fees and expenses
  - Law books
  - Legal forms and supplies
  - Litigation costs
  - Retainer fees
  - Transcript and witness expenses
  
- 41           Professional and Technical Fees and Expenses
  - Appraisal fees
  - Architect
  - Audit
  - Consultants
  - Drug/Alcohol screening
  - Engineering
  - Laboratory
  - Market and traffic surveys
  - Medical
  - Security Checks (fingerprints/background check)
  
- 42           General Services Purchased - Associated Companies
  - 42.1           Airframe repairs
  - 42.2           Aircraft engine repairs
  - 42.3           Other flight equipment repairs
  - 42.6           Flight equipment repairs (Group I air carriers)
  - 42.7           Aircraft interchange charges
  - 42.8           General interchange service charges
  - 42.9           Other services
  
- 43           General Services Purchased - Outside
  - 43.1           Airframe repairs
  - 43.2           Aircraft engine repairs
  - 43.3           Other flight equipment repairs
  - 43.6           Flight equipment repairs (Group I air carriers)
  - 43.7           Aircraft interchange charges
  - 43.8           General interchange service charges
  - 43.9           Other services
    - Bank service charges
    - Credit and billing services
    - Fuel Servicing (in-to-plane fees)
    - Housekeeping and support services
    - Security services

OPERATING EXPENSES

- 27 -

- 44 Landing Fees
- 45 Aircraft Fuels and Oils
  - 45.1 Aircraft Fuels
  - 45.2 Aircraft Oils
- 46 Maintenance Materials
  - 46.1 Materials - Airframes
  - 46.2 Materials - Aircraft engines
  - 46.3 Materials - Other flight equipment
  - 46.6 Materials - Flight equipment (Group I air carriers)
  - 46.9 Materials - Ground property and equipment
- 47 Rentals
  - Aircraft
  - Buildings and other improvements
  - Communication and meteorological equipment
  - Electrical accounting machines
  - Electronic data processing equipment
  - Furniture, fixtures and office equipment
  - Hotel, restaurant and food service equipment
  - Maintenance and engineering equipment
  - Passenger entertainment equipment
  - Passenger service equipment
  - Ramp equipment
  - Storage and distribution equipment
  - Surface transport vehicles and equipment
  - Terminal Slots
- 49 Shop and Servicing Supplies
  - Automotive supplies
  - Chemicals and solvents
  - Cleaning compounds and supplies
  - Composition materials
  - Deicing supplies
  - Electrical supplies
  - Fuels and lubricants
  - Glass and glass products
  - Hardware items
  - Lumber and wood products
  - Paints, lacquers and thinners
  - Plumbing supplies
  - Rubber and plastic goods
  - Sheet metal

OPERATING EXPENSES

- 28 -

- 49 Shop and Servicing Supplies - cont.
- Small tools
  - Special clothing and devices
  - Textiles and leather goods
  - Tube, bar and strip materials
- 50 Stationery, Printing and Office Supplies
- Blue prints
  - Chemicals and solvents
  - Cleaning compounds and supplies
  - Drafting and engineering supplies
  - Flight crew supplies
  - Labels and small signs
  - Manuals and publications (company)
  - Printing and duplicating supplies
  - Shipping and mailing supplies
  - Standard forms - company
  - Standard forms - Government
  - Stationery and paper products
  - Textiles and leather goods
  - Tickets and ticket stock
- 51 Passenger Food Expense
- Beverage purchases
  - Commissary supplies
  - Communications expense
  - Food purchases
  - Food service uniforms
  - Outside catering charges
- 53 Other Supplies
- Cleaning compounds
  - Electrical
  - Medical
  - Photographic
  - Safety
  - Training

OPERATING EXPENSES

- 29 -

- 54        Inventory Adjustments
  - Flight equipment expendable parts (Account 1310)
  - Miscellaneous materials and supplies (Account 1330)
  
- 55        Insurance - General
  - Buildings and contents
  - Flight equipment
  - Materials and supplies
  - Motor vehicles
  - Other property and equipment
  - Third party liability
  
  - 55.1        Insurance purchased
  - 55.2        Provisions for self-insurance
  
- 56        Insurance - Traffic Liability
  - Passenger liability
  - Passenger baggage and personal property
  - Cargo liability
  - Provisions for self-insurance
  
- 57        Employee Benefits and Pensions
  - Direct annuity payments
  - Educational programs
  - Employee Stock Options
  - Medical programs
  - Recreational programs
  - Group accident and health insurance - company contributions
  - Group life insurance - company contributions
  - Provisions for self-insurance
  - Retirement plan - company contributions
  - Workman's compensation insurance
  
- 58        Injuries, Loss and Damage
  - Excess of losses over insurance recoveries - restored assets
    - Buildings and contents
    - Flight equipment
    - Motor vehicles
  - Excess of losses over insurance recoveries - other
    - Cargo
    - Materials and supplies
    - Passenger baggage and personal property
    - Passenger
    - Third party

OPERATING EXPENSES

- 30 -

- 59        Tariffs, Schedules and Timetables
  - Distribution
  - Printing
  - Production
  
- 60        Advertising
  - Billboard
  - Direct mail
  - Directories, guides and programs
  - Displays
  - Magazines and trade publications
  - Newspapers
  - Posters and signs
  - Radio
  - Television
  
- 62        Other Promotional and Publicity Expenses
  - Entertainment expense
  - Open house expenses
  - Photographic expenses
  - Promotional materials
  - Publicity releases
  - Visual (motion pictures, slides, etc.)
  
- 63        Interrupted Trips Expense
  - Communications
  - Denied boarding expense
  - Ground transportation
  - Hotel and lodging
  - Laundry and valet
  - Meals
  
- 64        Memberships
  - Aeronautical associations
  - Business associations
  - Credit associations
  - Scientific and research institutes
  - Trade associations

## OPERATING EXPENSES

- 31 -

- 65 Corporate and Fiscal Expenses
  - Annual report costs
  - Directors' fees
  - Proxy expense
  - Registrar and transfer agent fees
  - Report filing fees
  - Securities and Exchange Commission fees
  - Statutory representation service
  - Stock exchange fees
  - Stock certificate costs
  - Trustee fees
  
- 66 Uncollectible Accounts
  - Adjustments to reserve (contra 1290)
  - Losses from uncollectible accounts  
(where reserve not established)
  - Provisions for uncollectible accounts (contra 1290)
  
- 67 Clearance, Customs and Duties
  - Brokerage fees
  - Clearance fees - aircraft - flyover airspace
  - Customs fees
  - Duties
  - Immigration service charges
  - Shipment bonding charges
  - Revenue stamp purchases
  
- 68 Taxes - Payroll
  - Federal unemployment insurance
  - FICA
  - Other payroll
  - State unemployment insurance
  
- 69 Taxes - Other Than Payroll
  - Capital stock taxes
  - Foreign taxes
  - Franchise taxes
  - Fuel taxes (non-refundable)
  - Gross receipts taxes
  - License fees
  - Motor vehicle license fees
  - Permit fees
  - Personal property taxes
  - Real property taxes

OPERATING EXPENSES

- 32 -

71	Other Expenses		
	Cash over and short		
	Help wanted advertising		
	House organ for internal distribution		
	Pre-employment costs/interviews		
72	Flight Equipment Airworthiness Provisions		
72.1	Airworthiness reserve provisions - airframes		
72.3	Airworthiness reserve charges - airframes (credit)		
72.6	Airworthiness reserve provisions - aircraft engines		
72.8	Airworthiness reserve charges - aircraft engines (credit)		
73	Provisions for Obsolescence and Deterioration - Expendable Parts		
		<u>Contra Accounts</u>	
73.1	Current provisions		1311
73.2	Inventory decline credits		1311
74	Amortization		
74.1	Developmental and preoperating expenses		1830
74.2	Other intangibles		
75	Depreciation		
75.1	Airframes		1611
75.2	Aircraft engines		1612
75.3	Airframe parts		1618.1
75.4	Aircraft engine parts		1618.5
75.5	Other flight equipment	1613, 1614, 1616, 1617,	1618.9
75.6	Depreciation - flight equipment (Group I only)		1611-1618.9
75.8	Maintenance equipment and hangars	1654, 1660.1	
75.9	Ground property and equipment	1650-1653, 1655-1658,	1660.9
77	Uncleared Expense Credits		
77.8	Uncleared interchange expense credits		
77.9	Other uncleared expense credits		

NONOPERATING INCOME AND EXPENSE

- 33 -

80	Imputed Interest Capitalized
80.1	Imputed interest capitalized - credit
80.2	Imputed interest deferred - debit
80.3	Imputed interest deferred - credit
81	Capital Gains and Losses
81.1	Capital Gains and Losses - Operating Property
	Retirement of flight equipment
	Retirement of ground property and equipment
81.2	Capital Gains and Losses - Other
	Disposition of securities of others
	Retirement of nonoperating property and equipment
82	Unapplied Cash Discounts
	Cash discounts on routine purchases of materials, repair parts and supplies.
83	Interest Income
	Amortization of discount or premium on purchase price of securities
	Interest on accounts receivable
	Interest on foreign government securities
	Interest on notes receivable
	Interest on special funds and deposits
	Interest on U. S. Government securities
84	Dividend Income
85	Foreign Exchange Adjustments
	Abnormal gains or losses
86	Income from Nontransport Ventures
87	Interest Expense
87.1	Interest on debt principle
87.2	Interest capitalized - credit
87.3	Amortization of discount and expense on debt
87.4	Amortization of premium on debt

## NONOPERATING INCOME AND EXPENSE

- 34 -

- 88 Miscellaneous Nonoperating Credits
  - Royalties from patents
- 88.6 Gains and losses from Fuel Hedging
- 89 Miscellaneous Nonoperating Debits
  - Capital stock expense
  - Donations, contributions
  - Expense on original issue of equity securities
  - Unsuccessful extension and developmental expenditures
  - Fines and penalties
  - Officers and employee insurance premiums  
(carrier beneficiary)
  - Amortization of excess property purchase price  
acquired through merger

## INCOME TAXES

- 91 Provision for Income Taxes
  - Provision for Federal income taxes
  - Provision for foreign income taxes
  - Provision for municipal income taxes
  - Provision for State income taxes
  - Adjustments to provisions for income taxes
- 91.1 Income Taxes Before Investment Tax Credits
- 91.2 Investment Tax Credits Utilized
- 92 Provisions for Deferred Federal Income Taxes
  - 92.1 Current Provisions for Deferred Taxes
  - 92.2 Application of Taxes Deferred
  - 92.3 Adjustment of Deferred Taxes
- 93 Investment Tax Credits Deferred and Amortized
  - 93.1 Investment Tax Credits Deferred
  - 93.2 Amortization of Deferred Investment Tax Credits
- 95 Excess Profits Taxes

## SPECIAL ITEMS

- 96 Special Income Credits and Debits (Net)
- 97 Special Income Tax Credits and Debits (Net)