

## NADA COMPENSATION SURVEY FOR MEMBERS

**NOTE:** Do not provide compensation for managers who own a significant financial interest in your dealership as they are considered owners, not employees, for the sake of this survey.

\*1) State or Metro Association: \_\_\_\_\_

a) List any other association below that you also belong to:

(1) \_\_\_\_\_

\*2) Zip Code:

### GENERAL DEALERSHIP INFORMATION:

\*3) Total Number of **New** Units sold in 2008:

\*4) **Total Dealership Dollar Sales** for 2008 (omit cents): \$,,

\*5) Total number of persons employed by your dealership on December 31, 2008:

\*6) Does your dealership sell **only** commercial medium- and heavy-duty (Class 5-8) Trucks?

(1) Yes  (2) No

\*7) Who in your dealership is issued a company car or demonstrator for which the dealership is responsible for a portion of the expense? (*Check as many as necessary.*)

- (1) Dealer Principal  
 (2) Managers  
 (3) Sales Personnel  
 (4) Office Personnel  
 (5) Other

### HEALTH INSURANCE PLAN:

\*8) Do you offer a health insurance plan to all of your full-time employees?

(1) Employee and dependents  (2) Employee only  (3) No

\*9) If yes, what portion of your **employees'** health insurance plan is **paid by the dealership**?

(1) 0%  (2) 50%  (3) 80%  (4) 100%  (5) Other

### DENTAL PLAN:

\*10) Does your dealership offer a dental plan to all full-time employees?

(1) Employee and dependents  (2) Employee only  (3) No

\*11) If yes, what portion of this dental plan is **paid by the dealership**?

(1) 0%  (2) 50%  (3) 80%  (4) 100%  (5) Other

**PAID TIME OFF:**

\*12) Does your dealership offer a **paid vacation plan** to all full-time employees?

- (1) Yes       (2) No

\*13) If yes, how many weeks of **paid** vacation does an employee get **after one year** of employment?

- (1) 0 Weeks       (4) 3 Weeks  
 (2) 1 Week       (5) Varies according to job  
 (3) 2 Weeks

\*14) Does your dealership provide **paid sick leave** to all full-time employees?

- (1) Yes       (2) No

\*15) If provided, how do you calculate holiday, vacation, and sick leave pay for the majority of the **technicians** (service and body shop)?

- (1) Based on average flat rate hours worked  
 (2) Based on average wage earned  
 (3) Based on a fixed amount  
 (4) Other

\*16) How many **paid** holidays does your dealership provide per year?

- (1) 0       (3) 6-10  
 (2) 1-5       (4) Over 10

\*17) Does your dealership have any type of **paid** maternity/paternity leave plan?

- (1) Yes       (2) No

**RETIREMENT PLAN:**

\*18) Does your dealership offer a 401(k) or other qualified retirement plan to all full-time employees?

- (1) Yes       (2) No

\*19) If yes, do you offer a matching company contribution?

- (1) 1-2%       (3) 5-6%  
 (2) 3-4%       (4) Other

**COMPENSATION**

- **Provide figures only if the employee was in the position for the entire year.** If more than one person was in that position during 2008, or if your dealership does not have the listed position, leave the category blank.
- **Do not provide information on owners or dealer principals.** If an owner or dealer principal also holds one of the titles listed below, leave that category blank.

20) **Management and Other Salaried Positions Compensation Information:** In the space provided, list the total compensation of each manager as reported on the 2008 W-2 form. **Include any elected salary deferrals made by the employee that may not be identified on the W-2.**

-OMIT CENTS-

General Manager

\$     ,

Business Manager/Comptroller

\$     ,

IT / Network Manager

\$     ,

Human Resources Director/Manager

\$     ,

BDC Manager

\$     ,

General Sales Manager	\$	□	□	□	,	□	□	□
New Vehicle Sales Manager	\$	□	□	□	,	□	□	□
Used Vehicle Sales Manager	\$	□	□	□	,	□	□	□
Truck Sales Manager*	\$	□	□	□	,	□	□	□
Fleet Sales Manager	\$	□	□	□	,	□	□	□
Sales Training Manager	\$	□	□	□	,	□	□	□
Lease and Rental Manager	\$	□	□	□	,	□	□	□
Internet Sales Manager	\$	□	□	□	,	□	□	□
Web Site Manager / Webmaster	\$	□	□	□	,	□	□	□
Marketing Manager	\$	□	□	□	,	□	□	□
Finance and Insurance Manager	\$	□	□	□	,	□	□	□
Service and Parts Director	\$	□	□	□	,	□	□	□
Service Manager	\$	□	□	□	,	□	□	□
Parts Manager	\$	□	□	□	,	□	□	□
Body Shop Manager	\$	□	□	□	,	□	□	□
Service Advisor/Writer	\$	□	□	□	,	□	□	□
Office Manager	\$	□	□	□	,	□	□	□

\* If dealership sells only commercial trucks (Class 5-8), do not answer this question.

21) **Non-Management Compensation:** Use **2008 W-2 forms** to list the high, low, and average total compensation information for each of the employee categories listed below. **Do not consider part-time employees.** If a position is part-time, leave it blank. List the average total compensation of all employees who fit into each category, regardless of department.

Clerical & Office Worker Compensation:

Highest Paid Worker	\$	□	□	□	,	□	□	□
Average Paid Worker	\$	□	□	□	,	□	□	□
Lowest Paid Worker	\$	□	□	□	,	□	□	□

Service Mechanical Technician Compensation:

Highest Paid Worker	\$	□	□	□	,	□	□	□
Average Paid Worker	\$	□	□	□	,	□	□	□
Lowest Paid Worker	\$	□	□	□	,	□	□	□

Body Shop Technician/Painter Employee Compensation:

Highest Paid Worker	\$	□	□	□	,	□	□	□
Average Paid Worker	\$	□	□	□	,	□	□	□
Lowest Paid Worker	\$	□	□	□	,	□	□	□

New and Used Vehicle Salesperson Compensation:

Highest Paid Worker \$□□□,□□□  
Average Paid Worker \$□□□,□□□  
Lowest Paid Worker \$□□□,□□□

Internet Salesperson/Specialist Compensation:

Highest Paid Worker \$□□□,□□□  
Average Paid Worker \$□□□,□□□  
Lowest Paid Worker \$□□□,□□□

22) Compensation for Other Positions: (*List average hourly pay only*)

Body Shop Foreman \$□□□/hr  
Parts Counterperson \$□□□/hr  
Telephone Switchboard Operator \$□□□/hr  
Warranty Clerk \$□□□/hr  
General Cashier \$□□□/hr  
Showroom Receptionist/Greeter \$□□□/hr  
Title Clerk \$□□□/hr  
Bookkeeper \$□□□/hr  
AR/AP Clerk \$□□□/hr  
Courtesy/Shuttle Driver \$□□□/hr  
Car Washer \$□□□/hr  
Detailer \$□□□/hr

**Please mail completed survey to:**

NADA Compensation Survey  
8400 Westpark Drive  
MS #12  
McLean, VA 22102

**Or**

**Fax completed survey to:**

703-245-5257