

# **In-Depth Detailed Tagging**

**Educational Webinar** 

#### THANK YOU FOR JOINING US TODAY

The Presentation will start in just a few moments.

Please put your phone on **MUTE** so that we might cut down on the background static. We encourage you to dial into the conference with your Telephone. If you have dialed in to the WebEx Conference using the audio option through your computer, you may have some trouble with the audio. If that is the case, please utilize the dial in number using your phone instead.



# Today's Agenda

- What Detail Tagging involves
  - What facts must be tagged
  - Dimensions
  - Extensions
  - Schedules
  - Rendering
    - "Bleed-Through"
    - Alternate Table Presentation
- How to Effectively Review Your Excel Markup Template
- Best-Case Scenario Timeline
- One Time 30-Day Grace Period
- Time Saving Tips



### To Ask a Question:





#### Level 1 - 4

- Level 1 (Block) This is also referred to as block tagging, in which an entire note
  disclosure is tagged with a text block XBRL element and a calendar XBRL element. At a
  minimum, every disclosure is block tagged.
- Level 2 (Policy) Inside a note disclosure, each significant policy is tagged with a text block XBRL element and a calendar XBRL element.
- Level 3 (Tables) Inside a note disclosure, each table is tagged with a text block XBRL element. After a table is tagged, each value within the table must also be detail tagged (Level 4). Therefore, anytime there is a Level 3 XBRL element, there will also be Level 4 XBRL elements.
- Level 4 (Detail) Inside a note disclosure, each numeric detail is tagged with a numeric XBRL element. This includes each amount (e.g., monetary value, percentage, number, etc.) which is included in both tables and narrative disclosures.



### Level 1 (Block)

#### **EDGAR**

#### 1. General

Basis of Presentation

The accompanying unaudited interim Condensed Consolidated Financial Statements have been prepared in accordance with U.S. generally accepted accounting principles (GAAP) for interim financial information. We believe such statements include all adjustments (consisting only of normal recurring adjustments) necessary for the fair presentation of our financial position, results of operations and cash flows at the dates and for the periods indicated. Pursuant to the requirements of the Securities and Exchange Commission (SEC) applicable to quarterly reports on Form 10-Q, the accompanying financial statements do not include all disclosures required by GAAP for annual financial statements. While we believe the disclosures presented are adequate to make the information not misleading, these unaudited interim Condensed Consolidated Financial Statements should be read in conjunction with the Consolidated Financial Statements and related notes included in our Annual Report on Form 10-K for the year ended December 31, 2011. Operating results for the periods presented in this report are not necessarily indicative of the results that may be expected for the calendar year ending December 31, 2012, or any other interim period. Our business is somewhat seasonal with slightly higher freight volumes typically experienced during August through early November in our full-load freight transportation business.

#### **XBRL** – Text Block Tag

Note 1 - Coneral	3 Months Ended					
Note 1 - General	Mar. 31, 2012					
Note 1 - General  Organization, Consolidation and Presentation of Financial Statements Disclosure [Text Block]	I. General  Basis of Presentation  The accompanying unaudited interim Condensed Consolidated Financial Statements have been prepared in accordance with U.S. generally accepted accounting principles (GAAP) for interim financial information. We believe such statements include all adjustments (consisting only of normal recurring adjustments) necessary for the fair presentation of our financial position, results of operations and cash flows at the dates and for the periods indicated. Pursuant to the requirements of the Securities and Exchange Commission (SEC) applicable to quarterly reports on Form 10-Q, the accompanying financial statements do not include all disclosures required by GAAP for annual financial statements. While we believe the disclosures presented are adequate to make the information not misleading, these unaudited interim Condensed Consolidated Financial Statements should be read in conjunction with the Consolidated Financial Statements and related notes included in our Annual Report on Form 10-K for the year ended December 31, 2011. Operating results for the periods presented in this report are not necessarily indicative of the results that may be expected for the calendar year ending December 31, 2012, or any other interim period. Our business is somewhat seasonal with slightly higher freight volumes					
	typically experienced during August through early November in our full-load freight transportation business.					



#### Level 2 (Policy)

#### **EDGAR**

#### Significant Accounting Policies

Principles of Consolidation - The accompanying consolidated financial statements include Knight Transportation, Inc., and its wholly owned and controlled subsidiaries. The Company's minority interests in subsidiaries are not significant. All intercompany accounts and transactions are eliminated upon consolidation.

Joint Venture - In April 2010, the Company collaborated with a non-related investor to form an Arizona limited liability company to source commercial vehicle parts. The Company acquired a 52% interest in this entity. The Company has-consolidated the entity's financial results in our consolidated financial statements beginning April 2010 in accordance with ASC 810-10-15-8, Consolidation.

Use of Estimates - The preparation of financial statements in conformity with United States Generally Accepted Accounting Principles ("GAAP") requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the consolidated financial statements, and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Cash and Cash Equivalents - Cash and cash equivalents are comprised of cash, money market funds, and short-term, highly liquid instruments with insignificant interest rate risk and original maturities of three months or less. Cash balances with institutions may be in excess of Federal Deposit Insurance Corporation (FDIC) limits or may be invested in sweep accounts that are not insured by the institution, the FDIC or any other government agency.

#### **XBRL – Policy Text Block Tags**

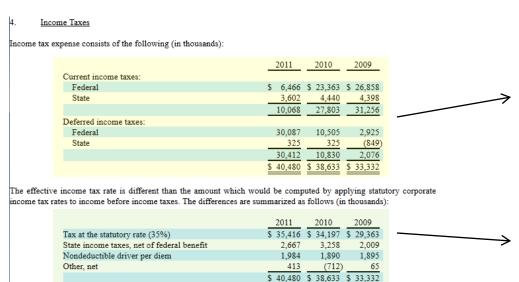
	Accounting Policies, by Policy	12 Months Ended
	(Policies)	Dec. 31, 2011
-	Consolidation, Policy [Policy Text Block]	Principles of Consolidation - The accompanying consolidated financial statements include Knight Transportation, Inc., and its wholly owned and controlled subsidiaries. The Company's minority interests in subsidiaries are not significant. All intercompany accounts and transactions are eliminated upon consolidation.
•	Interest in Unincorporated Joint Ventures or Partnerships, Policy [Policy Text Block]	Joint Venture- In April 2010, the Company collaborated with a non-related investor to form an Arizona limited liability company to source commercial vehicle parts. The Company acquired a 52% interest in this entity. The Company has consolidated the entity's financial results in our consolidated financial statements beginning April 2010 in accordance with ASC 810-10-15-8, Consolidation.
	Use of Estimates, Policy [Policy Text Block]	Use of Estimates - The preparation of financial statements in conformity with United States Generally Accepted Accounting Principles ("GAAP") requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the consolidated financial statements, and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.



### Level 3 (Tables)

#### **EDGAR**

#### **XBRL** – Table Text Block Tags



Note 4 - Income Taxes (Tables)	12 Months Ended					
		Dec. 31, 20	011			
Schedule of Components of Income Tax		2011	2010	2009		
Expense (Benefit) [Table Text Block]	Current income taxes:					
	Federal	\$6,466	\$23,363	\$26,858		
	State	3,602	4,440	4,398		
		10,068	27,803	31,256		
	Deferred income taxes:					
	Federal	30,087	10,505	2,925		
	State	325	325	(849)		
		30,412	10,830	2,076		
		\$40,480	\$38,633	\$33,332		
Schedule of Effective Income Tax Rate		2011	2010	2009		
Reconciliation [Table Text Block]	Tax at the statutory rate (35%)	\$35,416	\$34,197	\$29,363		
	State income taxes, net of					
	federal benefit	2,667	3,258	2,009		
	Nondeductible driver per diem	1,984	1,890	1,895		
	Other, net	413	(712)	65		
		\$40,480	\$38,633	\$33,332		



### Level 4 (Details - Narrative Facts)

#### **EDGAR**

**XBRL – Detail Facts - Narrative** 

#### 7. Income Taxes

Our effective income tax rate was 38.25% for the three months ended March 31, 2012, compared with 38.45% for the three months ended March 31, 2011. In determining our quarterly provision for income taxes, we use an estimated annual effective tax rate, which is based on our expected annual income, statutory tax rates, best estimate of nontaxable and nondeductible items of income and expense and the ultimate outcome of tax audits.

At March 31, 2012, we had a total of \$17.9 million in gross unrecognized tax benefits, which are a component of other long-term liabilities on our balance sheet. Of this amount, \$11.7 million represents the amount of unrecognized tax benefits that, if recognized, would impact our effective tax rate. The total amount of accrued interest and penalties for such unrecognized tax benefits was \$3.1 million at March 31, 2012.

	Note 7 - Income Taxes (Detail) (USD \$)		3 Months Ended					
	In Millions, unless otherwise specified	Mar.	31, 2012	Mar. 31, 2011				
	ffective Income Tax Rate, Continuing perations	$\rightarrow$	38.25%	→ 38.45%				
U	nrecognized Tax Benefits	<i></i>	\$ 17.9					
	nrecognized Tax Benefits that Would	<i>-</i> >	11.7					
	nrecognized <u>Tax Benefits</u> , Income Tax enatties and Interest Accrued	<i>-</i> >	\$ 3.1					



Level 4 (Details – Table Facts)

**EDGAR** 

**XBRL – Table Text Block Tags** 

	2011	2010	2009	<i>→</i>
Tax at the statutory rate (35%)	\$ 35,416	\$ 34,197	\$ 29,363	
State income taxes, net of federal benefit	2,667	3,258	2,009	$\rightarrow$
Nondeductible driver per diem	1,984	1,890	1,895	$\longrightarrow$
Other, net	413	(712)	65	$\longrightarrow$
	\$ 40,480	\$ 38,633	\$ 33,332	

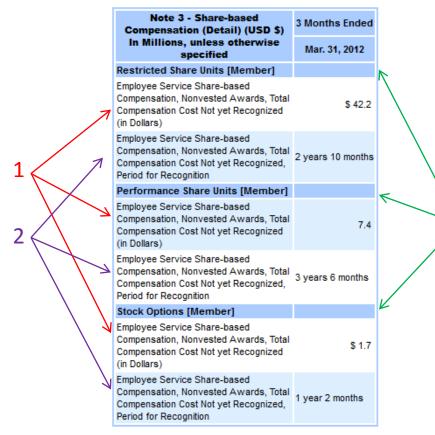
Note 4 - Income Taxes (Detail) - Effective Income Tax Rate Reconciliation (USD \$)	12 Months Ended						
In Thousands, unless otherwise specified	Dec. 31, 2011	Dec. 31, 2010	Dec. 31, 2009				
Tax at the statutory rate (35%)	\$ 35,416	\$ 34,197	\$ 29,363				
State income taxes, net of federal benefit	2,667	3,258	2,009				
Nondeductible driver per diem	1,984	1,890	1,895				
Other, net	413	(712)	65				
	\$ 40,480	\$ 38,633	\$ 33,332				



#### Dimensions

As of March 31, 2012, we had \$42.2 million, \$7.4 million and \$1.7 million of total unrecognized compensation expense related to restricted share units, performance share units, and stock options, respectively, that is to be recognized over the remaining weighted-average period of approximately 2.8 years for restricted share units, 3.5 years for performance share units, and 1.2 years for stock options.

Same US-GAAP
Concept used
multiple times
for three
unique facts



By applying dimensions we can use the same US-GAAP Concept 'legally' and still define each fact in a unique way



#### Extensions

 Sometimes a US-GAAP Concept just does not exist in the Taxonomy. In that case you can create a custom concept (A.K.A. Extension).

xyzco ExtensionConceptCashFlowLineItem



- Schedules are tagged just like Financial Notes
  - Text Block Tag (Level 1)
  - Table Block Tag (Level 3)
  - Detail Tags (Level 4)



### Rendering Consequences

Bleed-Through

	Carrying		E	stimated
	Value		Fa	air Value
Senior revolving line of credit	\$	52.7	\$	52.7
Senior term loan	\$	200.0	\$	200.0
Senior notes	\$	449.4	\$	471.8

#### 4. Financing Arrangements

Outstanding borrowings under our current financing arrangements consist of the following (in millions):

	March 31, 2012	December 31, 2011
Senior revolving line of credit	\$ 52.7 \$	99.8
Senior term loan	200.0	200.0
Senior notes, net of unamortized discount	449.4	449.4
Less current portion of long-term debt	(100.0)	(50.0)
Total long-term debt	\$ 602.1	699.2

Note 6 - Fair Value Measurements (Detail) - Carrying Amounts and Estimated Fair	Mar. 31, 2012	Dec. 31, 2011
Values (USD \$) In Millions, unless otherwise specified	ŕ	
Senior revolving line of credit	\$ 52.7	\$ 99.8
Senior Notes [Member]   Carrying Value [Member]		
Senior	449.4	
Senior Notes [Member]   Estimated Fair Value [Member]		
Senier	471.8	
Carrying Value [Member]   Senior Term Loan [Member]		
Senior	200.0	
Carrying Value [Member]		
Senior revolving line of credit	52.7	
Estimated Fair Value [Member]   Senior Term Loan [Member]		
Senior	200.0	
Estimated Fair Value [Member]		
Senior revolving line of credit	52.7	
Senior Term Loan [Member]		
Senior	\$ 200.0	\$ 200.0



Financial Assets (Liabilities) Carried at Fair Value

## What is Detail Tagging?

- Rendering Consequences
  - Alternate Table Presentations

		Fair			
		Value	Level 1	Level 2	Level 3
N	March 31, 2012				
	Money market funds	\$ 83.5	83.5		- 3
	Investments in unconsolidated affiliates	9.2 —			9.2
	Derivative assets	84.8		84.8	
	Derivative liabilities	(87.0) -	-	(87.0)	
	Acquisition contingent consideration				$\rightarrow$
	payable	(90.7)		_	(90.7)
S	September 30, 2011				
	Money market funds	\$ 76.9	76.9	- 1	\$
	Investments in unconsolidated affiliates	9.3 -		-	9.3
	Derivative assets	90.8	-	90.8	
	Derivative liabilities	(03.2)		(03.2)	

	Note 8 - Fair Value Measurements (Detail) - Financial Assets (Liabilities) Carried at Fair Value (USD \$) In Millions, unless otherwise specified	Mar. 31, 2012	Sep. 30, 2011
4	Money market funds	→ \$ 83.5	<b>→ \$</b> 76.9
+	nvestments in unconsolidated affiliates	→ 92	→ 9.3
-	Serivative assets	84.8	→ 90.8
ì	Serivative liabilities	(87.0)	→ (93.2)
•	Acquisition contingent consideration bayable	(90.7)	
J	Fair Value, inputs, Level 1 [Member]		
1	Montey market funds	83.5	→ 76.9
1	air Value inputs, Level 2 [Member]		
I	Derivative assets	84.8	90.8
I	Derivative liabilities	(87.0)	(93.2)
F	Fair Value, Inputs, Level 3 [Member]	1	
ı	nvestments in unconsolidated affiliates	9.2	9.3
	Acquisition contingent consideration payable	\$ (90.7)	



- Rendering Consequences
  - Dimensions destroy the way a table renders

	Carrying Value		Estimated Fair Value	
Senior revolving line of credit	\$ 52.7	\$	52.7	
Senior term loan	\$ 200.0	\$	200.0	
Senior notes	\$ 449.4	\$	471.8	

Note 6 - Fair Value Measurements (Detail) - Carrying Amounts and Estimated Fair Values (USD \$) In Millions, unless otherwise specified	Mar. 31, 2012	Dec. 31, 2011
Senior revolving line of credit	\$ 52.7	\$ 99.8
Senior Notes [Member]   Carrying Value [Member]		
Senior	449.4	
Senior Notes [Member]   Estimated Fair Value [Member]		
Senior	471.8	
Carrying Value [Member]   Senior Term Loan [Member]		
Senior	200.0	
Carrying Value [Member]		
Senior revolving line of credit	52.7	
Estimated Fair Value [Member]   Senior Term Loan [Member]		
Senior	200.0	
Estimated Fair Value [Member]		
Senior revolving line of credit	52.7	
Senior Term Loan [Member]		
Senior	\$ 200.0	\$ 200.0



- Rendering Consequences
  - Dimensions destroy the way a table renders

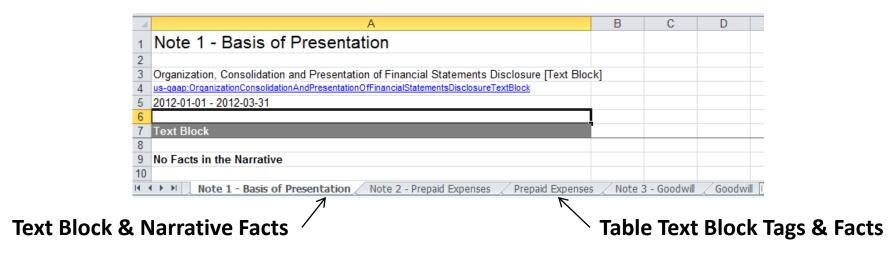
#### Financial Assets (Liabilities) Carried at Fair Value

	Fair			
	Value	Level 1	Level 2	Level 3
March 31, 2012				
Money market funds	\$ 83.5	\$ 83.5	\$ - \$	_
Investments in unconsolidated affiliates	9.2	-	-	9.2
Derivative assets	84.8	-	84.8	-
Derivative liabilities	(87.0)	-	(87.0)	-
Acquisition contingent consideration				
payable	(90.7)	-	-	(90.7)
September 30, 2011				
Money market funds	\$ 76.9	\$ 76.9	\$ - \$	-
Investments in unconsolidated affiliates	9.3	-	-	9.3
Derivative assets	90.8	-	90.8	-
Derivative liabilities	(93.2)	-	(93.2)	-

Note 8 - Fair Value Measurements (Detail) - Financial Assets (Liabilities) Carried at Fair Value (USD \$) In Millions, unless otherwise specified	Mar. 31, 2012	Sep. 30, 2011
Money market funds	\$ 83.5	\$ 76.9
Investments in unconsolidated affiliates	9.2	9.3
Derivative assets	84.8	90.8
Derivative liabilities	(87.0)	(93.2)
Acquisition contingent consideration payable	(90.7)	
Fair Value, Inputs, Level 1 [Member]		
Money market funds	83.5	76.9
Fair Value, Inputs, Level 2 [Member]		
Derivative assets	84.8	90.8
Derivative liabilities	(87.0)	(93.2)
Fair Value, Inputs, Level 3 [Member]		
Investments in unconsolidated affiliates	9.2	9.3
Acquisition contingent consideration payable	\$ (90.7)	



## Reviewing the Excel Markup



	A	В	С	D	E	F	G
1	Note 4 - Stock-based Compe	nsatio	1				
2							
3	3 Disclosure of Compensation Related Costs, Share-based Payments [Text			t Block]			
4	us-qaap:DisclosureOfCompensationRelatedCostsShareE	3asedPaymer	ntsTextBlock				
5	2012-01-01 - 2012-03-31						
6							
7							
				End/Instant			
8	Concept	Fact	Start Date	Date	Source Context	RDG Notes	Client Notes
9	us-qaap:AllocatedShareBasedCompensationExpense		0010 01 00	0010 00 01			
	us-quap. Allocated Share Education Expense	1.1	2012-01-02	2012-03-31	For the thirteen weeks ended March 31, 2012 and April 2, 2011, selling, g		
	us-quap:AllocatedShareBasedCompensationExpense	1.1	2012-01-02	2012-03-31 2011-04-02	For the thirteen weeks ended March 31, 2012 and April 2, 2011, selling, g For the thirteen weeks ended March 31, 2012 and April 2, 2011, selling, g		
		1.1					
10 11	us-qaap:AllocatedShareBasedCompensationExpense	1.1 1 8.1		2011-04-02	For the thirteen weeks ended March 31, 2012 and April 2, 2011, selling, g As of March 31, 2012, there was \$ 8.1 million of total unrecognized comp As of March 31, 2012, there was \$ 8.1 million of total unrecognized comp	New Line item, please review	
10 11 12	us-gaap:AllocatedShareBasedCompensationExpense us-gaap:EmployeeServiceShareBasedCompensationNor	1.1 1 8.1 1 1.9	2011-01-02	2011-04-02 2012-03-31	For the thirteen weeks ended March 31, 2012 and April 2, 2011, selling, g As of March 31, 2012, there was \$ 8.1 million of total unrecognized comp As of March 31, 2012, there was \$ 8.1 million of total unrecognized comp The total fair value of shares vested during the thirteen weeks ended March	New Line item, please review	
10 11 12 13	us-gaap:AllocatedShareBasedCompensationExpense us-gaap:EmployeeServiceShareBasedCompensationNor us-gaap:EmployeeServiceShareBasedCompensationNor	1.1 2 8.1 1 1.9	2011-01-02	2011-04-02 2012-03-31 2012-03-31	For the thirteen weeks ended March 31, 2012 and April 2, 2011, selling, g As of March 31, 2012, there was \$ 8.1 million of total unrecognized comp As of March 31, 2012, there was \$ 8.1 million of total unrecognized comp	New Line item, please review	
10 11 12 13	us-gaap:AllocatedShareBasedCompensationExpense us-gaap:EmployeeServiceShareBasedCompensationNor us-gaap:EmployeeServiceShareBasedCompensationNor us-gaap:ShareBasedCompensationArrangementByShar	1.1 1 8.1 1 1.9	2011-01-02 2012-01-02 2012-01-02	2011-04-02 2012-03-31 2012-03-31 2012-03-31	For the thirteen weeks ended March 31, 2012 and April 2, 2011, selling, g As of March 31, 2012, there was \$ 8.1 million of total unrecognized comp As of March 31, 2012, there was \$ 8.1 million of total unrecognized comp The total fair value of shares vested during the thirteen weeks ended March	New Line item, please review	
10 11 12 13	us-gaap:AllocatedShareBasedCompensationExpense us-gaap:EmployeeServiceShareBasedCompensationNor us-gaap:EmployeeServiceShareBasedCompensationNor us-gaap:ShareBasedCompensationArrangementByShar	1.1 1 8.1 1 1.9	2011-01-02 2012-01-02 2012-01-02	2011-04-02 2012-03-31 2012-03-31 2012-03-31	For the thirteen weeks ended March 31, 2012 and April 2, 2011, selling, g As of March 31, 2012, there was \$ 8.1 million of total unrecognized comp As of March 31, 2012, there was \$ 8.1 million of total unrecognized comp The total fair value of shares vested during the thirteen weeks ended March	New Line item, please review	



# **Reviewing the Excel Markup**

1	A	В	С	D	E	F	G
1	Prepaid Expenses	and Other Co	urrent Assets				
2							
3	Schedule of Other Assets [Ta	able Text Block]					
4	us-gaap:ScheduleOfOtherAssetsT	ableTextBlock					
5	2012-01-01 - 2012-03-31						
6							
7							
8	Prepaid Expenses	and Other Co	urrent Assets				
9	Dollars in thousands Shares in the	ousands					
10		March 31, 2012	December 31, 2011	April 2, 2011			
11	Start Dates						
12	End/Instant Dates	2012-03-31	2011-12-31	2011-04-02	Concept	RDG Notes	Client Notes
13	Prepaid rent	8,014	7,745	7,914	us-qaap:PrepaidRent		
14	Prepaid income taxes	282	1,970	2,908	us-qaap:PrepaidTaxes		
15	Short-term investments	2,697	2,619	2,834	us-qaap:ShortTermInvestments		
16	Other	4,933	5,520	5,472	us-qaap:OtherPrepaidExpenseCurrent		
17		15,926	17,854	19,128	us-qaap:PrepaidExpenseCurrent		
18							



### **Best Case Scenario Timeline**

- Update/Review time will increase
  - You will be tagging on average 3-5 times as many concepts as you would in Text Block Tagging
    - Allow enough time for RDG to apply updates and
    - Allow yourself enough time to review & approve the XBRL
- The following timeline will yield the best filing outcome for your first Detail filing



#### **XBRL FILING PROCESS**

THE FOLLOWING WORK-FLOW CHART OUTLINES THE PREFERRED FILING PROCESS FOR ALL DOCUMENTS THAT ARE TO BE SUBMITTED TO THE SEC IN BOTH EDGAR AND XBRL FORMATS.

1. 10 Days Prior to Filing Deadline

Most up-to-date draft of Financials and Notes

- From Client RDG
- 3. 5 Days Prior to Filing Deadline

EDGAR-Ready document From Client → RDG

4. Within 24 Hours of Receipt:

From RDG 
Client

2. Within 72 Hours of Receipt:

Updated XBRL EXCEL Markup Report

EDGAR PDF Proof, Updated XBRL EXCEL Markup Report, XBRL Rendering Proof From RDG → Client

5. No Later Than 16 Hours Prior to Filing Deadline:

Final Structural Edits to XBRL need to be submitted (new line items, new notes, re-arranging of line items/notes)

From Client 
RDG

6. As Soon as Possible:

Updated EDGAR PDF Proof, Updated XBRL EXCEL Markup Report, Updated XBRL Rendering Proof From RDG → Client

7. No Later Than 6 Hours Prior to Filing Deadline:

Final Numerical/Text Edits to XBRL need to be submitted From Client → RDG

8. As Soon as Possible:

Updated EDGAR PDF Proof, Updated XBRL Rendering Proof From RDG → Client

9. Approval to File:

RDG Conducts Final Validation, Test Filing and Live Filing From Client → RDG

10. XBRL Exhibits for posting to Clients Website

From RDG - Client

PLEASE SEE THE GLOSSARY OF TERMS ALSO ATTACHED FOR MORE DETAIL.

Please get in touch with us for more information.

Contact: (415) 643-6080 | www.rdqfilings.com

Service you can count on. Experience you can trust.

ProForma (Draft) Stage

EDGAR-Ready (Near-Final) Stage

Final Edits, Approval



#### SAMPLE DETAIL TAGGED XBRL FILING CALENDAR

	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
29	July	30	31	1 August  Pro-Forma of the Financials & Notes to RDG	2	3  Auditors/Management Sign-off on 10-Q	4  RDG to Send Excel Markup
5		6  EDGAR-ready  Draft to RDG for  EDGAR/XBRL Conversion*	7  RDG to Send Revised Excel  MarkXBRL Proof	8	9 Final Structural/XBRL Edits Due 16 Hrs. Prior to Filing	10 XYZ CO. TARGET FILING DAY  Final Edits (Text & Numbers) Due 6 Hrs. Prior to Filing	11
12	<b>~</b>	13  Don't Push the Deadline Build Yourself A Buffer!	14	SEC'S FILING DEADLINE!	16 30-Day Grace Period Begins Today	17	18

<sup>\*</sup> This draft should be in a near-complete state.

Please get in touch with us for more information.

Contact: (415) 643-6080 | www.rdgfilings.com

Service you can count on. Experience you can trust.

<sup>\*\*</sup> Any edit received after 6 hours prior to filing deadline may result in a delay of the filing.



# 30-Day Grace Period

- The SEC does not often give you something. Why not take advantage?
- It is NOT a red-flag. The SEC encourages the use of the Grace Period so that the XBRL documents are done properly.
- It's an opportunity to take additional time to ensure you have ample opportunity to review your first Detail-Tagged XBRL filing.
- Grace Period will Automatically kick in if you do not file XBRL with your 10-Q or 10-K
- You will likely need use your grace period if:
  - The Detail-Tagged Excel Markup is not reviewed & approved in advance of the drafting of your 2012 Q2.
  - If the editorial timelines cannot be met.



## **Time Saving Tips**

- Provide proforma with a solid structure 10-days in advance of planned filing date.
- Use tables where possible to group data. Tagging text is slower.
- Focus on the QUALITY of the US-GAAP Concepts selected for your XBRL and less on the rendering.
- Give 3<sup>rd</sup> party contributors **drop-dead dates**.
- Review/Approve the EXCEL Preliminary Markup Report as soon as you receive it from your Account Manager.
- Communicate with your Account Manager about your proposed filing timeline as well as changes to initial plan.



### **THANK YOU**

for your time today. We appreciate it.

- RDG is committed to providing the best possible service, and creating the cleanest, most compliant XBRL documents is a fundamental aspect of this service.
- It may take a bit of extra time, but we will ensure that your XBRL filings are excellent and absolutely compliant.



### **Questions?**



