



SEC Compliance - Quick Reference Guide

Logging in to Checkpoint

1. Launch your browser and enter the Checkpoint address in the browser location bar:

<http://checkpoint.thomsonreuters.com>

The **Checkpoint Login** screen appears.

Note: Bookmark this page or add it to your Favorites so you will not have to retype the URL every time you want to access Checkpoint.

2. Enter your **User Name** and **Password**, and then click **Login**.

The Checkpoint screen that appears depends on the Login and Search Practice Area settings in the **General Settings Options**.

Note: You can use your user name and password to open only one Checkpoint session at a time. Select the **Remember Me** check box to save your login information. You will not be prompted to enter your User Name and Password on future Checkpoint sessions.

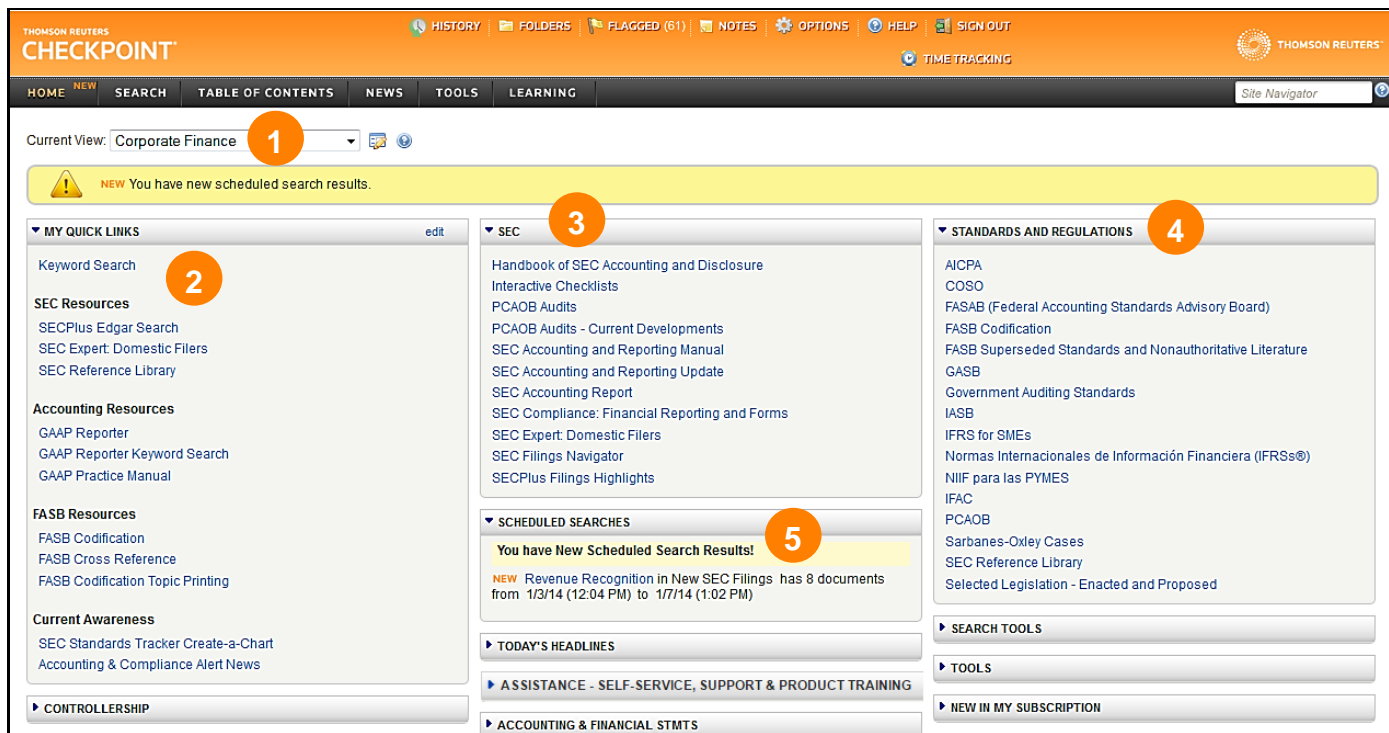
Ending a Session Remotely:

Checkpoint does not permit multiple logins with the same User ID. If you are logged into Checkpoint on another machine or browser and attempt to login, Checkpoint will provide an option for you to close the original session and continue the login process.

For support, go to <http://support.checkpoint.thomsonreuters.com>, or call 800.431.9025.

Home Screen

Checkpoint's **Home** screen provides quick links to Checkpoint titles, search tools, assistance and current news.



- 1 Choose from several **Current Views** such as **Corporate Finance** or **Accounting & Auditing** to organize content by practice area.
- 2 **My Quick Links** can be customized to include links to resources on Checkpoint that you use most frequently.
 - Click **Edit** to customize My Quick Links.
 - Click **Add Links** to add links to Titles, Search Tools or Tools.
 - Click **Organize Links** to Delete, Rearrange or Rename links.
- 3 Link to **SEC** titles in the **Table of Contents** such as **SEC Expert: Domestic Filers**.
- 4 Link to **Standards and Regulations** in the **Table of Contents** such as the **SEC Reference Library** or **FASB Codification**
- 5 **Save and Schedule** a search in Checkpoint using specific search criteria. The **Scheduled Searches** pane will display results for any scheduled searches that you set up.

Table of Contents Screen

The **Table of Contents** screen is organized by practice area, title and topic, providing an easy drill down approach to your research.

Browse SEC Editorial Materials

The screenshot shows the Thomson Reuters Checkpoint interface. The top navigation bar includes links for HISTORY, FOLDERS, FLAGGED (0), NOTES, OPTIONS, HELP, and SIGN OUT. Below this is a secondary bar with HOME, SEARCH, TABLE OF CONTENTS (selected), NEWS, TOOLS, and LEARNING. A search bar contains the text "transaction value" with a SEARCH button and a Clear All link. The left sidebar shows a "Table of Contents" section with a "Browse" tab selected, listing "Jump To" options: Titles, Form/Line Finder, USTR Code Section, GAAP Reporter, and SOX Reporter. The main content area displays "Checkpoint Contents" under "Accounting, Audit & Corporate Finance Library" and "Editorial Materials". A list of items is shown, including "SEC Compliance", "Handbook of SEC Accounting and Disclosure", "SEC Accounting and Reporting Update", "SEC Accounting Report", "SEC Expert: Domestic Filers", and "SECPlus Filings Highlights". A red box highlights the "SEC Compliance" title with the text: "SEC Compliance titles provide interpretive guidance, analysis, sample disclosures and examples." Another red box highlights the "SEC Accounting Report" item with the text: "Hover over any content to view the **Action Menu** icon and use the **Permalink** option to create external link to the content." A red arrow points from this text to the "Permalink" icon next to the "SEC Accounting Report" item. The footer includes copyright information: "© 2018 Thomson Reuters/Tax & Accounting. All Rights Reserved." and a link to the "Privacy Statement".

Browse SEC Primary Source Materials

The screenshot shows the Thomson Reuters Checkpoint interface for SEC Primary Source Materials. The left sidebar shows a "Table of Contents" section with a "Browse" tab selected, listing "Jump To" options: USTR Code Section, GAAP Reporter, SOX Reporter, and BNA Portfolios. The main content area displays "Checkpoint Contents" under "Accounting, Audit & Corporate Finance Library" and "Standards and Regulations". A list of items is shown, including "SEC Reference Library", "SEC Interpretations and Guidance", "Advance SEC Interpretations and Guidance", "Accounting and Auditing Enforcement Releases (AAERs)", "Accounting Series Releases (ASRs)", "CF Disclosure Guidance Topics", "Comment Letters and Responses", "Financial Reporting Releases (FRRs)", "Frequently Asked Questions (FAQs and Q&As)", "Industry Guides (IGs)", "No Action Letters", "No Objection Letters", "Other Reports, Guidance and Related Materials", "Speeches, Statements and Testimony", "Staff Accounting Bulletins (SABs)", "Staff Legal Bulletins (SLBs)", "Telephone Interpretations", "SEC Releases", "SEC Rules and Regulations", "Final & Proposed Rules and Regulations", "Prior Final Rules and Regulations", "EDGAR Filer Manual", "Forms and Schedules", and "Statutes and History". A red box highlights the "SEC Reference Library" title with the text: "SEC Reference Library provides official primary source material from the SEC". Another red box highlights the "Comment Letters and Responses" item with the text: "SEC Comment Letters and Responses". A red arrow points from this text to the "Comment Letters and Responses" item. A third red box highlights the "SEC Rules and Regulations" item with the text: "SEC Rules & Regulations". A red arrow points from this text to the "SEC Rules and Regulations" item.

SEC Expert: Domestic Filers

THOMSON REUTERS
CHECKPOINT

HISTORY | FOLDERS | FLAGGED (1) | NOTES | OPTIONS | HELP | SIGN OUT
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- USTR Code Section
- GAAP Reporter
- SOX Reporter
- BNA Portfolios

Enter Keywords **SEARCH** Clear All

Intuitive Search Terms & Connectors Thesaurus/Query Tool

Display Level: 1 | 2 | 3

Checkpoint Contents

Accounting, Audit & Corporate Finance Library

Editorial Materials

SEC Compliance

- SEC Expert: Domestic Filers

- Author Information and Update Status
- Standard-Setting Highlights
- Checklists**
 - Beneficial Ownership Checklists
 - Periodic Reporting Checklists
 - Proxy Solicitation and Tender Offer Checklists
 - Registration Statement Checklists
 - Industry-Specific Checklists
- Forms**
 - Beneficial Ownership and Insider Reporting Forms
 - Periodic Reporting and Exchange Act Registration Forms
 - Proxy Solicitations, Schedules and Tender Offer Forms
 - Securities Act Registration Forms
- Regulations**
 - Regulations and Rules Under the Securities Act of 1933
 - Regulations and Rules Under the Securities Exchange Act of 1934
 - Regulation AB: Asset-Backed Securities
 - Regulation G: Disclosure of Non-GAAP Financial Measures

SEC Expert provides detailed guidance for each Checklist, Form and Regulation as well as recent standard setting activity.

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SEC Compliance

SEC Expert: Domestic Filers

- Forms**
 - Beneficial Ownership and Insider Reporting Forms
 - Periodic Reporting and Exchange Act Registration Forms
 - Form 8-A, Registration Under Exchange Act Section 12(b) or 12(g)
 - Form 8-K, Current Report
 - Form 10, Registration Statement Under Exchange Act Section 12(b) or (g)
 - Form 10-K, Annual Report**
 - Form 10-K, General Instructions and Cover Page
 - Form 10-K, Part I
 - Form 10-K, Part II
 - Form 10-K, Part II, Item 5-Market for Registrant's Common Equity, Related Stockholder Matters and Issuer Purchases of Equity Securities
 - Form 10-K, Part II, Item 6-Selected Financial Data
 - Form 10-K, Part II, Item 7-Management's Discussion and Analysis of Financial Condition and Results of Operations
 - Form 10-K, Part II, Item 7A-Quantitative and Qualitative Disclosures About Market Risk
 - Form 10-K, Part II, Item 8-Financial Statements and Supplementary Data
 - Form 10-K, Part II, Item 9-Changes In and Disagreements With Accountants on Accounting and Financial Disclosure
 - Form 10-K, Part II, Item 9A-Controls and Procedures
 - Form 10-K, Part II, Item 9B-Other Information

Detailed guidance for each line item on each form.

SEC Expert: Domestic Filers (Continued)

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Form 10-K, Part II, Item 7-Management's Discussion and Analysis of Financial Condition and Results of Operations
SEC Expert: Domestic Filers (WG&L)

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SAMPLE DISCLOSURE

For examples of "best practices" MD&A filings language, see the following, accessible via the SEC Filings link at the top of this document:

- Target Corp., **Form 10-K**, filed March 15, 2012 (Period End 01/28/12); a portion of Target's Item 7 disclosure follows, below.
- Procter & Gamble Co., **Form 10-K**, filed August 8, 2012 (Period End 06/30/12).

Target Corporation—March 20, 2013 Form 10-K, Item 7. 3

Item 7. Management's Discussion and Analysis of Financial Condition and Results of Operations
Credit Card Receivables Transaction

On October 22, 2012, we reached an agreement to sell our entire consumer credit card portfolio to TD Bank Group (TD). Historically, our credit card receivables were recorded at par value less an allowance for doubtful accounts. With this agreement, our receivables are classified as held for sale at February 2, 2013, and are recorded at the lower of cost (par) or fair value. We recorded a gain of \$161 million outside of our segments in 2012, representing the net adjustment to eliminate our allowance for doubtful accounts and record our receivables at lower of cost (par) or fair value.

On March 13, 2013, we completed the sale to TD for cash consideration of \$5.7 billion, equal to the gross (par) value of the outstanding receivables at the time of closing. Concurrent with the sale of the portfolio for \$5.7 billion, we repaid the nonrecourse debt collateralized by credit card receivables (2006/2007 Series Variable Funding Certificate) at par of \$1.5 billion, resulting in net cash proceeds of \$4.2 billion. As of March 20, 2013, we also have open tender offers to use up to an aggregate of \$1.2 billion of cash proceeds from the sale to repurchase outstanding debt. Over time, we expect to apply the remaining proceeds from the sale in a manner that will preserve our strong investment-grade credit ratings by further reducing our debt position and continuing our current share repurchase program.

Following this sale, TD will underwrite, fund and own Target Credit Card and Target Visa receivables in the U.S. TD will control risk management policies and oversee regulatory compliance, and we will perform account servicing and primary marketing functions. We

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- Form 10-K, Part II, Item 5-Market for Registrant's Common Equity, Related Stockholder Matters and Issuer Purchases of Equity Securities
- Form 10-K, Part II, Item 6-Selected Financial Data
- Form 10-K, Part II, Item 7-Management's Discussion and Analysis of Financial Condition and Results of Operations
- INTRODUCTION
- DISCUSSION
- FASB FINAL ACTIVITY
- FASB PROPOSED ACTIVITY
- PCAOB ACTIVITY
- SEC FINAL ACTIVITY
- SEC CORRESPONDENCE
- CHECKLISTS
- INTERPRETIVE GUIDANCE
- SAMPLE DISCLOSURE

- 1 Use Document icons to **Print, Export, E-mail, Save, Open in New Window, Selected Text Option, Show Permalinks, Full Screen, Document Display Options, Flag this document, Add Note** and **Highlight text**.
- 2 Use the **Context Panel** on the right to easily navigate through the **Contents**. The dark grey background highlights the **Outline** for this document allowing you to jump to a specific section of the document (i.e., Sample Disclosure or Recent Activity from **SEC FASB**)
- 3 **Sample Disclosures** are pulled from real SEC filings to provide sample language related to the topic.

SECPlus is an online research tool that provides real-time access to selected SEC filings. Access SECPlus on the **Search** screen in the left navigation pane.

The screenshot shows the SECPlus interface. The top navigation bar includes HOME, NEW, SEARCH, TABLE OF CONTENTS, NEWS, TOOLS, and LEARNING. The left sidebar contains a 'Search' section with a 'PRACTICE AREA' dropdown (set to 'Accounting, Audit & Corp Finance') and a list of links: Keyword Search, FASB Codification, FASC Complete Analysis, GAAP Reporter, SECPlus (highlighted), Selected SEC Filings (highlighted with a red box), WG&L Analysis, FRM Source Materials, Search Other FRM Products, Find by Citation, GO TO, FASB Cross Reference, GAAP Reporter, SEC Expert, SEC Filings N, Create-a-Char, and SECPlus Filing. The main content area is titled 'Search Selected SEC Filings' and contains several search criteria fields: Keywords (with a callout 1 pointing to the input field containing 'revenue recognition'), Forms (set to '10-K'), Components (set to 'All' with a callout 2 pointing to the 'Change' link), Filing Date (set to 'last 12 months' with 'From' and 'To' date pickers), Accelerated Filing Status (set to 'All'), Companies (with a callout 3 pointing to the 'Company Group' dropdown set to 'AIRLINES' and a callout 4 pointing to the 'Find Companies' link), and Ticker Symbols. A 'Find Companies' pop-up dialog is overlaid on the bottom right, containing fields for Company Name, Ticker Symbol, Company Group, Accelerated Filing Status, and SIC (Industry) Code, along with 'Clear All', 'Next', and 'Cancel' buttons. A red box with text is overlaid on the dialog.

Find Companies

Enter your SECPlus search criteria in any fields below and click the **Next** button to retrieve companies that satisfy this criteria.

Companies:

Company Name: DELTA AIR LINES, SOUTHWEST AIRLINES CO, S

Ticker Symbol:

Company Group: Companies From Your Group

Accelerated Filing Status: All

SIC (Industry) Code: Find Industry Codes

Clear All

Next Cancel

Type **Company Name(s)**, **Ticker Symbol(s)** and/or **SIC Code** then click **Next**.

- 1 On the **Search Selected SEC Filings** screen, you can type one or more keywords and select a specific form (Form 10-K, 10-Q or 8-K for example).
- 2 To select a specific **Component** on the form you have selected, click **Change**. In the pop-up dialog, select a component such as **Notes to Consolidated Financial Statements** or **Balance Sheet** and click **OK**.
- 3 **Create Group(s)** for your peers or companies that you benchmark against to save in the **Company Group** dropdown menu to save you time. Modify or delete groups by clicking on **Manage Groups**.
- 4 Click **Find Companies** to find companies by **Company Name**, **Ticker Symbol** or **SIC (Industry) Code**.

SECPlus (Continued)

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Back to Search Results

DELTA AIR LINES INC /DE/ 10-K Feb 13, 2013 (Period End 12/31/12)

SEC Filings

WG&L Analysis | Checklists | Model Lang | SEC Ref | PCAOB | AICPA | FASB | FASC | Expl

Navigate by: Keyword

Contents

DELTA AIR LINES INC /DE/

DELTA AIR LINES INC /DE/ 10-K Feb 24, 2014 (Period End 12/31/13)**

DELTA AIR LINES INC /DE/ 10-K Feb 13, 2013 (Period End 12/31/12) ** (1)

DELTA AIR LINES INC /DE/ 10-K Feb 10, 2012 (Period End 12/31/11)**

DELTA AIR LINES INC /DE/ 10-K Mar 4, 2011 (Period End 12/31/10)

DELTA AIR LINES INC /DE/ 10-K Feb 16, 2011 (Period End 12/31/10)

DELTA AIR LINES INC /DE/ 10-K Feb 24, 2010 (Period End 12/31/09)

DELTA AIR LINES INC /DE/ 10-K Mar 2, 2009 (Period End 12/31/08)

DELTA AIR LINES INC /DE/ 10-K Feb 15, 2008 (Period End 12/31/07)

DELTA AIR LINES INC /DE/ 10-K Apr 27, 2007 (Period End 12/31/06)

DELTA AIR LINES INC /DE/ 10-K Mar 2, 2007 (Period End 12/31/06)**

DELTA AIR LINES INC /DE/ 10-K Mar 27, 2006 (Period End 12/31/05)

DELTA AIR LINES INC /DE/ NT 10-K Mar 16, 2006 (Period End 12/31/05)

DELTA AIR LINES INC /DE/ 10-K Mar 11, 2005 (Period End 12/31/04)

DELTA AIR LINES INC /DE/ 10-K Mar 10, 2005 (Period End 12/31/04)


DELTA AIR LINES INC /DE/ 10-K Mar 12, 2004 (Period End 12/31/03)

DELTA AIR LINES INC /DE/ 11-K Jul 14, 2006 (Period End 12/31/05)

UNITED STATES
SECURITIES AND EXCHANGE
Washington, D.C. 20540
FORM 10-K

13 OR 15(d) OF THE SECURITIES EXCHANGE ACT OF 1934
For the fiscal year ended December 31, 2012

Or
SECTION 13 OR 15(d) OF THE SECURITIES EXCHANGE ACT OF 1934
Commission File Number 001-5424


DELTA AIR LINES, INC.
(Exact name of registrant as specified in its charter)

Delaware
(State or other jurisdiction of incorporation or organization)

58-0218548
(I.R.S. Employer Identification No.)

Post Office Box 20706
Atlanta, Georgia
(Address of principal executive offices)

30320-6001
(Zip Code)

Registrant's telephone number, including area code: (404) 715-2600
Securities registered pursuant to Section 12(b) of the Act:

Title of each class	Name of each exchange on which registered
Common Stock, par value \$0.0001 per share	New York Stock Exchange
Securities registered pursuant to Section 12(g) of the Act: None	

Indicate by check mark if the registrant is a well-known seasoned issuer, as defined in Rule 405 of the Securities Act. Yes R No ☐

Top Line Links buttons provide links to content that references Form 10-K in the navigation pane.

Navigate by: Keyword. Use the arrows to jump to the next or previous keyword(s) within the SEC filing(s)

SECPlus Financial Fundamentals Chart

SECPlus Financial Fundamentals Chart uses **Create-A-Chart** functionality to compare financial information across multiple companies.

SECPlus Financial Fundamentals Chart

1 Select a Company Group or one or more companies:

Company Group: [Manage Groups](#) [Create Group](#)

Company Names: [Find Companies](#)

Note: If you don't use the exact company name, you may get unwanted results. Click on [Find Companies](#) for best results.

Ticker Symbols:

2 Select a Reporting Period and Time Frame:

☒ Annual ☒ Most Recent

☐ Quarterly ☐ Last 12 Months

☐ Last 24 Months

☐ Last 5 years

[Next](#)

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Select the companies you want to compare on your chart using **Find Companies** or **Ticker Symbol(s)**. Or select a saved group from the **Company Group** dropdown menu. Select a reporting period and time frame, and then click **Next**. Select a **Financial Statement** then choose from a list of **Financial Statement Components**.

You can click **Flip Axis** to display results with the company names listed vertically and the financial statement components listed horizontally.

SECPlus Financial Fundamentals Chart - Chart Results

Reporting Period: Annual

Time Frame: Most Recent

Statement of Income (in thousands of U.S. dollars)

[Flip Axis](#)

Click on the Company name to link to the selected SEC filing

	AMERICAN INTERNATIONAL HOLDINGS CORP. (12/31/2012)	DELTA & PINE LAND CO (08/31/2006)	DELTA ENTERTAINMENT GROUP INC. (12/31/2011)	SPIRIT AIRLINES INC. (12/31/2013)
Total Revenue	0	417,633	54	1,654,385
Cost of Revenue	N/A	275,641	22	865,230

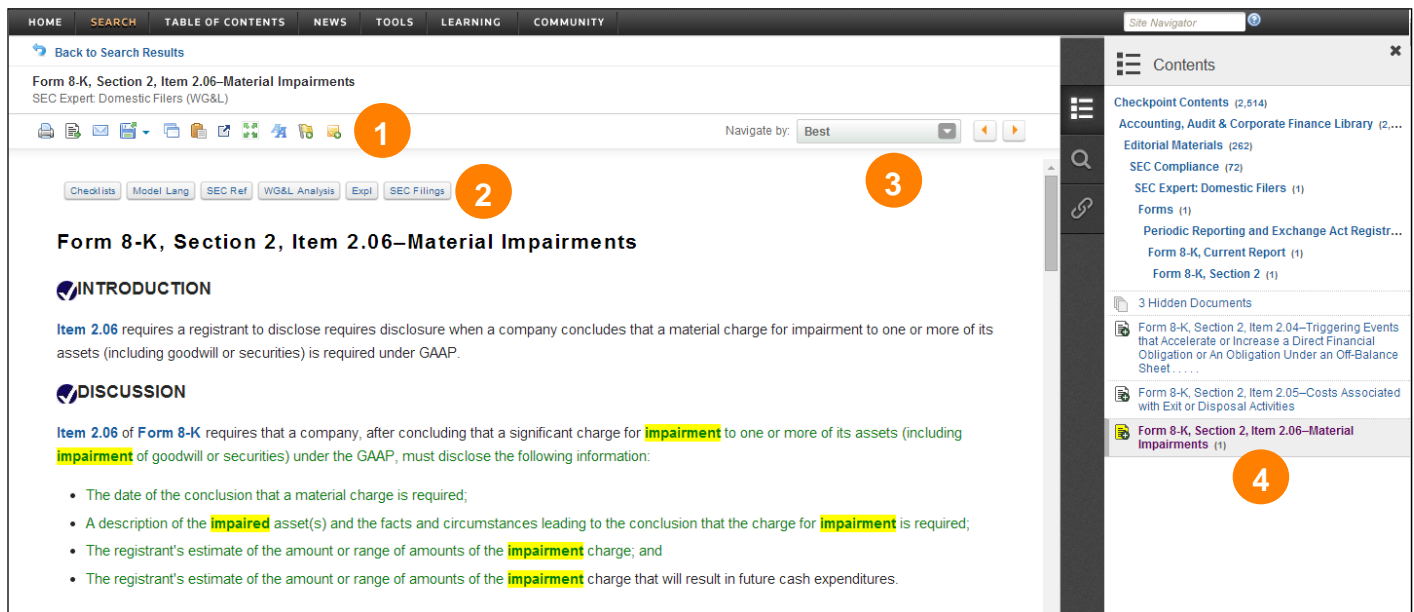
Keyword Search

The **Search** screen allows you to keyword search through your sources or use search templates to find specific information.

The screenshot shows the 'Search' screen of a financial database. At the top is a navigation bar with links: HOME, SEARCH, TABLE OF CONTENTS, NEWS, TOOLS, and LEARNING. A 'Site Navigator' icon is on the right. The main content area is divided into a left sidebar and a central search area. The sidebar contains a 'Search' section with a 'PRACTICE AREA' dropdown menu (1) set to 'Accounting, Audit & Corp Finance'. Below this is a 'Keyword Search' section with links to 'FASB Codification', 'FASC Complete Analysis', 'GAAP Reporter', 'IFRS Reporter', 'SECPlus' (4), 'Search Other FRM Products', and 'Find by Citation'. Further down is a 'GO TO' section with links like 'FASB Cross Reference', 'GAAP Reporter', 'SEC Expert', 'SEC Filings Navigator', 'Create-a-Chart' (5), 'SECPlus Filings Highlights', 'SOX Reporter', 'Accounting, Audit & SEC Index', 'PPC Install/Update', 'WG&L Install/Update', and 'BNA Indexes'. The central search area has a large text input field (2) labeled 'Enter Keywords', a 'SEARCH' button, and a 'Clear All' link. Below the input field are radio buttons for 'Intuitive Search' (selected) and 'Terms & Connectors', and a 'Thesaurus/Query Tool' link (3). A 'Choose Sources from:' dropdown is set to 'All Accounting, Audit & Corp Finance', with a 'Save' button and a 'Find Sources' button. The main content area displays two columns of search results under the heading 'Choose Sources from:'. The left column is 'Editorial Materials' and the right is 'Standards and Regulations'. Both columns list various accounting and financial topics with checkboxes for selection. The 'Editorial Materials' column includes 'FASB Codification Accounting Standards Updates Complete Analysis (WG&L)', 'Accounting & Financial Statements (US GAAP)' (checked), 'Accounting & Financial Statements (International / IFRS)', 'Accounting Services', 'Audit & Attest', 'Budgeting', 'Business Valuation & Small Business Consulting', 'Controllership', 'Cost Management', 'Governance/Sarbanes-Oxley', 'Government', 'Internal Audit', 'Nonprofit', 'Practice Management', 'SEC Compliance' (checked), 'Handbook of SEC Accounting and Disclosure (WG&L)', 'SEC Accounting and Reporting Manual (WG&L)', and 'SEC Accounting and Reporting Update (WG&L)'. The 'Standards and Regulations' column includes 'AICPA', 'IFRS Translations - Official Standards', 'COSO', 'FASAB (Federal Accounting Standards Advisory Board)', 'FASB Codification', 'FASB Superseded Standards and Nonauthoritative Literature', 'GASB', 'Government Auditing Standards (Yellow Book)', 'IASB (International Accounting Standards Board)', 'IFRS for SMEs', 'IFAC', 'PCAOB', 'PCAOB Interim Standards', 'Sarbanes-Oxley Cases (WG&L)', 'SEC Reference Library (WG&L)', 'Selected Legislation - Enacted & Proposed (WG&L)', and 'News/Current Awareness' (checked), which includes 'Accounting & Compliance Alert (WG&L)'.

- 1 Select Practice Area: **Accounting, Audit & Corporate Finance**.
- 2 Enter Keywords in the **Keywords Search Field**. Select a **Keyword Search** method: A **Terms & Connectors** search lets you provide one or more keyword terms, and an **Intuitive Search** identifies sentences, connectors, or citations and interprets your query accordingly.
- 3 Use the **Thesaurus/Query Tool** for examples and definitions on search connectors and advanced searches.
- 4 **SECPlus** will link you to the **Search Selected SEC Filings** wizard which integrates with the Edgar database to provide access to real-time SEC filings.
- 5 **Create-A-Chart** will link you to the **SECPlus Financial Fundamentals Chart** that allows you to compare financial statements among filers. You can also link from company financials to original filings and export financial tables.

Document Screen



- 1 Use Document icons to **Print, Export, E-mail, Save, Open in New Window, Selected Text Option, Show Permalinks, Full Screen, Document Display Options, Flag this document, Highlight text and Add Note.**
- 2 Use **Top Line Link** buttons to link to related content. **SEC Filings Top Line Link** opens a search window which integrates with **SECPlus**, allowing you to search selected companies SEC filings.
- 3 Use the **Navigate By** feature and arrow buttons to advance to the next occurrence of a **Keyword**, the next **Best** results or **Document** for your search and the next document listed in the **Table of Contents**.
- 4 The selected document is highlighted in purple in the **Context Panel** on the right. The **Contents** tab allows you to locate the document in the Table of Contents as well as offers easy navigation to other content.