

**UNITED STATES  
SECURITIES AND EXCHANGE COMMISSION  
WASHINGTON, D.C. 20549**

**FORM 11-K**

**ANNUAL REPORT PURSUANT TO SECTION 15(d) OF THE SECURITIES EXCHANGE ACT OF 1934**

**For the fiscal year ended December 31, 2019**

**TRANSITION REPORT PURSUANT TO SECTION 15(d) OF THE SECURITIES EXCHANGE ACT OF 1934**

**For the transition period from \_\_ to \_\_**

**Commission file number 001-34702**

A. Full title of the plan and the address of the plan, if different from that of the issuer named below:

**SPS Commerce, Inc. 401(k) Retirement Savings Plan**

B. Name of issuer of the securities held pursuant to the plan and the address of its principal executive office:

**SPS COMMERCE, INC.**



**333 South Seventh Street, Suite 1000  
Minneapolis, Minnesota 55402**

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**SPS COMMERCE, INC.  
ANNUAL REPORT ON FORM 11-K  
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\* All other schedules required by 29 CFR 2520.103-10 of the Department of Labor’s Rules and Regulations for Reporting and Disclosure under the Employee Retirement Income Security Act of 1974, as amended (“ERISA”), are not included because they are not applicable.

*Unless the context otherwise requires, for purposes of the Annual Report on Form 11-K, the word “Company” refers to SPS Commerce, Inc.*



**Report of Independent Registered Public Accounting Firm**

To the Plan Participants and Plan Administrator  
SPS Commerce, Inc. 401(k) Retirement Savings Plan:

*Opinion on the Financial Statements*

We have audited the accompanying statements of net assets available for benefits of the SPS Commerce, Inc. 401(k) Retirement Savings Plan (the Plan) as of December 31, 2019 and 2018, the related statement of changes in net assets available for benefits for the year ended December 31, 2019, and the related notes (collectively, the financial statements). In our opinion, the financial statements present fairly, in all material respects, the net assets available for benefits of the Plan as of December 31, 2019 and 2018, and the changes in net assets available for benefits for the year ended December 31, 2019, in conformity with U.S. generally accepted accounting principles.

*Basis for Opinion*

These financial statements are the responsibility of the Plan's management. Our responsibility is to express an opinion on these financial statements based on our audits. We are a public accounting firm registered with the Public Company Accounting Oversight Board (United States) (PCAOB) and are required to be independent with respect to the Plan in accordance with the U.S. federal securities laws and the applicable rules and regulations of the Securities and Exchange Commission and the PCAOB.

We conducted our audits in accordance with the standards of the PCAOB. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether due to error or fraud. Our audits included performing procedures to assess the risks of material misstatement of the financial statements, whether due to error or fraud, and performing procedures that respond to those risks. Such procedures included examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements. Our audits also included evaluating the accounting principles used and significant estimates made by management, as well as evaluating the overall presentation of the financial statements. We believe that our audits provide a reasonable basis for our opinion.

*Accompanying Supplemental Information*

The Schedule H, Part IV, Line 4(a) – Schedule of Delinquent Participant Contributions for the year ended December 31, 2019 and the Schedule H, Part IV, Line 4(i) – Schedule of Assets (Held at End of Year) as of December 31, 2019 (collectively, the supplemental information) have been subjected to audit procedures performed in conjunction with the audit of the Plan's financial statements. The supplemental information is the responsibility of the Plan's management. Our audit procedures included determining whether the supplemental information reconciles to the financial statements or the underlying accounting and other records, as applicable, and performing procedures to test the completeness and accuracy of the information presented in the supplemental information. In forming our opinion on the supplemental information, we evaluated whether the supplemental information, including its form and content, is presented in conformity with the Department of Labor's Rules and Regulations for Reporting and Disclosure under the Employee Retirement Income Security Act of 1974. In our opinion, the supplemental information is fairly stated, in all material respects, in relation to the financial statements as a whole.

/s/ KPMG LLP

We have served as the Plan's auditor since 2018.

Minneapolis, Minnesota  
June 19, 2020



**SPS COMMERCE, INC.  
401(K) RETIREMENT SAVINGS PLAN**

**STATEMENTS OF NET ASSETS AVAILABLE FOR BENEFITS**

	December 31,	
	2019	2018
<b>ASSETS</b>		
Non-interest bearing cash	\$ 1,318	\$ 1,087
Investments, at fair value		
Mutual funds	64,462,717	47,693,647
SPS Commerce, Inc. common stock	2,635,349	1,123,881
Common collective trust fund	199,789	94,707
Total investments, at fair value	<u>67,297,855</u>	<u>48,912,235</u>
Receivables		
Participant contributions receivable	414,167	258,692
Employer match receivable	127,449	80,021
Notes receivable from participants	435,475	540,453
Total receivables	<u>977,091</u>	<u>879,166</u>
Total assets	68,276,264	49,792,488
<b>LIABILITIES</b>		
Excess deferrals due to participants	—	13,521
Total liabilities	—	13,521
<b>NET ASSETS AVAILABLE FOR BENEFITS</b>	<u>\$ 68,276,264</u>	<u>\$ 49,778,967</u>

See accompanying notes to financial statements.



**SPS COMMERCE, INC.  
401(K) RETIREMENT SAVINGS PLAN**

**STATEMENT OF CHANGES IN NET ASSETS AVAILABLE FOR BENEFITS**

	<b>Year Ended December 31, 2019</b>
<b>ADDITIONS</b>	
Investment income	
Net appreciation in fair value of investments	\$ 11,339,198
Interest and dividend income	1,419,110
Net investment income	12,758,308
Interest income on notes receivable from participants	25,370
<b>Contributions</b>	
Participant elective deferral	8,136,897
Employer matching	2,683,431
Participant rollovers	1,405,389
Total contributions	12,225,717
Total additions	25,009,395
<b>DEDUCTIONS</b>	
Benefits paid to participants	6,352,922
Administrative expenses	159,176
Total deductions	6,512,098
Net increase	18,497,297
<b>NET ASSETS AVAILABLE FOR BENEFITS</b>	
Beginning of year	49,778,967
End of year	\$ 68,276,264

See accompanying notes to financial statements.



## NOTE A – Plan Description

The following description of the SPS Commerce, Inc. 401(k) Retirement Savings Plan (the “Plan”) is provided for general informational purposes only. Participants should refer to the Plan document for a more complete description of the Plan’s provisions.

### General

The Plan, established on December 20, 1995, is a defined contribution plan subject to the provisions of ERISA and was most recently restated on January 1, 2018 when the Plan adopted the Fidelity Volume Submitter Defined Contribution Plan document. In connection with the adoption of the new Plan document, SPS Commerce, Inc. (the “Company,” “Plan Administrator” and “Plan Sponsor”) changed the employer match, the vesting schedule, and the investment options available to participants. There were no other significant changes as a result of the adoption of the new Plan document.

### Eligibility

All regular employees, upon attaining age 21, may become participants in the Plan on the first day of each Plan month following completion of the eligibility requirements. Participants hired prior to January 1, 2018 are eligible to receive Company matching and discretionary nonelective contributions on the first day of the second month following one year of eligible service. Participants hired on January 1, 2018 or after are eligible to receive Company matching contributions on the first day of each Plan month. Additionally, participants hired on January 1, 2018 or after are eligible to receive Company discretionary nonelective contributions on the first day of the month following one year of eligible service if they are employed as of the last day of the plan year.

### Funding Policy

Pretax and Roth contributions made pursuant to participant election deferrals are permitted in whole percentages from 1% to 80% of the participant’s compensation, subject to limits established by law. Participants who will be age 50 or older by the end of the Plan year are permitted to make catch-up contributions. Participants may also make rollover contributions to the Plan from other qualified plans.

The Company matches half of the participant’s elective deferrals, up to the first 6% of the participant’s pre-tax compensation for each pay period. Half of the match is in Company stock, which is purchased in the open market by Fidelity Management Trust Company (“Fidelity”) and immediately deposited into the participant’s 401(k) account.

The Company may make discretionary nonelective contributions at the discretion of the Company’s Board of Directors. No discretionary employer contributions were made during the year ended December 31, 2019.

### Participants’ 401(k) Accounts

Participants’ accounts are credited with their contributions, employer matching contributions, discretionary employer contributions, and an allocation of Plan earnings or losses, and charged with an allocation of administrative expenses. Allocations are based on each participant’s eligible compensation or account balance, as defined by the Plan. The benefit to which a participant is entitled is the benefit which can be provided from the participant’s vested account.

### Vesting

Each participant is fully vested in the portion of the participant’s account that relates to participant contributions and earnings thereon. Vesting in the Company contribution portion of participant accounts, plus actual earnings thereon, is based on hire date and years of vesting service, as defined in the Plan document as follows:

Hire Date and Years of Service	Vesting Percentage
Hire date prior to January 1, 2018	
immediately	100%
Hire date January 1, 2018 or after	
less than two years of service	0%
two years or more of service	100%



## **Forfeitures**

Upon a participant's termination, the unvested portion of the participant's employer account is forfeited. Forfeitures remain in the Plan and are used to pay administrative expenses. Any remaining amounts are used to reduce future employer contributions payable under the Plan. During 2019, approximately \$13,000 of forfeitures were used to pay administrative expenses pursuant to the terms of the Plan. The forfeiture balance as of December 31, 2019 was approximately \$33,000.

## **Notes Receivable from Participants**

Participants may borrow from their accounts a minimum of \$1,000 and a maximum equal to the lesser of \$50,000 or 50% of their vested account balance. Note terms range from one to five years and are secured by the balance in the participant's account. A participant may have longer payment terms as determined by the Plan Administrator if the note is for the purchase of a principal residence. Participant notes receivable bear fixed interest based on the prevailing interest rates charged by other lending institutions for loans which would be made under similar circumstances. Principal and interest are paid ratably through payroll deductions for active participants. A participant may only have one outstanding loan at one time.

## **Plan Termination**

Although it has not expressed any intent to do so, the Company has the right under the Plan to discontinue its contributions at any time and terminate the Plan subject to the provisions of ERISA. In the event of Plan termination, participants shall be 100% vested in their accounts.

## **Benefits Paid to Participants**

Upon termination of service due to death, disability, retirement, termination of employment, or other reasons as defined in the Plan, the participant may elect to receive an amount equal to the value of the participant's vested interest in his or her account in the form of a lump-sum amount, in approximately equal installment payments, or rollover the entire vested portion to a qualified plan, depending on the participant's account balance.

If the vested account balance does not exceed \$1,000, a lump-sum distribution will be made. If the value of a separated participant's vested balance is between \$1,000 and \$5,000, the Plan can cause the vested balance to be transferred to an individual qualified retirement account. If the vested balance exceeds \$5,000, a participant may elect to keep the vested account balance in the Plan, receive a lump-sum distribution equal to the value of the participant's vested interest in his or her account, or rollover the entire vested portion to a qualified plan. Participants are permitted withdrawals from their Plan accounts for financial hardships. Hardship withdrawals must be approved by the Plan Administrator.

## **Investment Options**

Except for initial funding of the Company stock match, all Plan investments are participant directed. Participants may direct the investment of their account balance into various funds and may transfer assets in their accounts between funds on a daily basis.

## **NOTE B – Summary of Significant Accounting Policies**

### **Basis of Accounting**

The accompanying financial statements have been prepared using the accrual method of accounting in accordance with accounting principles generally accepted in the United States of America.

### **Investment Valuation and Income (Loss) Recognition**

The Plan's investments are reported at fair value. Fair value is the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. See Note C for discussion of fair value measurements.

Purchases and sales of securities are recorded on a trade-date basis. Interest income is recorded on the accrual basis of accounting. Dividends are recorded on the ex-dividend date.

Net appreciation (depreciation) includes the Plan's gains and losses on investments bought and sold, as well as held during the year.

### **Administrative Expenses**

Plan administrative expenses, including investment fees, transaction fees and investment management services, are charged to participant accounts as a percentage of assets invested. Plan administration fees, including audit and legal fees, are paid by the Plan Sponsor.



### Benefits Paid to Participants

Benefits paid to participants are recorded by the Plan when paid.

### Risks and Uncertainties

The Plan invests in various investment securities that are exposed to various risks, such as interest rate, market and credit risks. Due to the level of risk associated with certain investment securities, it is reasonably possible that changes in the values of investment securities will occur in the near term and that such changes could materially affect participants' balances and the amounts reported in the statements of net assets available for benefits.

### Concentration of Market Risk

At December 31, 2019 and 2018, approximately 4% and 2% of the Plan's net assets, respectively, were invested in the common stock of the Company. The underlying value of the Company's common stock is entirely dependent upon the performance of the Company and the market's evaluation of such performance. It is possible that changes in the fair value of the Company's common stock in the near term could materially affect participants' account balances and the amounts reported in the statements of net assets available for benefits and the statement of changes in net assets available for benefits.

### Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires Plan management to make estimates and assumptions that affect the reported amounts of assets and liabilities, and changes therein, and disclosure of contingent assets and liabilities. Actual results may differ from those estimates.

### Notes Receivable from Participants

Notes receivable from participants are measured at their unpaid balance plus any accrued but unpaid interest. Delinquent notes are reclassified as distributions in the quarter subsequent to when a participant misses a scheduled repayment. No allowances for credit losses has been recorded as of December 31, 2019 and 2018.

### Accounting Pronouncements Not Yet Adopted

Standard	Date of Issuance	Description	Date of Required Adoption	Effect on the Financial Statements
ASU 2018-13, Fair Value Measurement (Topic 820): Changes to the Disclosure Requirements for Fair Value Measurement	August 2018	Eliminates, amends and adds disclosure requirements under Topic 820, including (i) removal of certain disclosure requirements regarding transfers between Levels 1 and 2 of the fair value hierarchy and timing thereof and the valuation processes for Level 3 measurements (ii) modified requirements for investments in companies that calculate net asset value and information about measurement uncertainty and (iii) a requirement to provide additional information regarding Level 3 measurements.	January 2020	The Plan is currently evaluating the impact of the adoption on the financial statements but does not anticipate material impacts upon adoption.

### Subsequent Events

The Plan is not aware of any subsequent events, which would require recognition or disclosure in the financial statements, through June 19, 2020, the date the financial statements were available to be issued.

### NOTE C – Fair Value Measurements

#### Fair Value Measurements

The Company measures certain financial assets at fair value on a recurring basis based on a fair value hierarchy that requires us to maximize the use of observable inputs and minimize the use of unobservable inputs when measuring fair value. A financial instrument's categorization within the fair value hierarchy is based upon the lowest level of input that is significant to the fair value measurement. The three levels of inputs that may be used to measure fair value are:

- Level 1 – quoted prices in active markets for identical assets or liabilities.





- Level 2 – observable inputs other than Level 1 prices, such as: (a) quoted prices for similar assets or liabilities, (b) quoted prices in markets with insufficient volume or infrequent transactions (less active markets), or (c) model-derived valuations in which all significant inputs are observable or can be derived principally from or corroborated by observable market data for substantially the full term of the assets or liabilities.
- Level 3 – unobservable inputs to the valuation methodology that are significant to the measurement of fair value of assets or liabilities.

The asset or liability's fair value measurement level within the fair value hierarchy is based on the lowest level of any input that is significant to the fair value measurement. Valuation techniques maximize the use of relevant observable inputs and minimize the use of unobservable inputs.

Following is a description of the valuation methodologies used for assets measured at fair value. There have been no changes in the methodologies used at December 31, 2019 and 2018.

*Common Stock:* Valued at quoted market prices, as they are actively traded.

*Mutual funds:* Valued at the daily closing price as reported by the fund. Mutual funds held by the Plan are open-end mutual funds that are registered with the Securities and Exchange Commission. These funds are required to publish their daily net asset value ("NAV") and to transact at that price. The mutual funds held by the Plan are deemed to be actively traded.

*Collective trust fund:* Valued at the NAV of shares held by the Plan based on the fair value of its underlying assets reported in the fund's audited financial statements. The NAV is used as a practical expedient to estimate fair value. This practical expedient would not be used if it was determined to be probable that the funds will sell the underlying investments for an amount different from the reported NAV. Participant transactions (purchases and sales) may occur daily. If the Plan initiates a full redemption of the collective trust, the issuer reserves the right to require 12 months' notification in order to ensure that securities liquidations will be carried out in an orderly business manner.

The preceding methods described above may produce a fair value calculation that may not be indicative of net realizable value or reflective of future fair values. Furthermore, while the Plan believes its valuation methods are appropriate and consistent with other market participants, the use of different methodologies or assumptions to determine the fair value of certain financial instruments could result in a different fair value measurement at the reporting date.

The following table sets forth by level, within the fair value hierarchy, the Plan's investments at fair value:

	December 31, 2019			
	Level 1	Level 2	Level 3	Total
Common stock	\$ 2,635,349	\$ —	\$ —	\$ 2,635,349
Mutual funds	64,462,717	—	—	64,462,717
Total assets in the fair value hierarchy	<u>\$ 67,098,066</u>	<u>\$ —</u>	<u>\$ —</u>	<u>\$ 67,098,066</u>
Investments measured at NAV				199,789
Investments at fair value				<u>67,297,855</u>

  

	December 31, 2018			
	Level 1	Level 2	Level 3	Total
Common stock	\$ 1,123,881	—	—	\$ 1,123,881
Mutual funds	47,693,647	—	—	47,693,647
Total assets in the fair value hierarchy	<u>\$ 48,817,528</u>	<u>\$ —</u>	<u>\$ —</u>	<u>\$ 48,817,528</u>
Investments measured at NAV				94,707
Investments at fair value				<u>48,912,235</u>

For the year ended December 31, 2019, there were no transfers between levels.

#### NOTE D – Income Tax Status

The Plan uses a volume submitter plan document created by Fidelity Management & Research Co. ("FMR"), an affiliate of the Plan's recordkeeper, Fidelity. The Internal Revenue Service ("IRS") has determined and informed FMR by a letter dated March 31, 2014, that the volume submitter plan is designed in accordance with applicable sections of the Internal Revenue Code ("IRC"). Although the Plan has been restated since receiving the FMR opinion letter, the Plan's management believes that the Plan is designed and is currently being operated in compliance with the applicable requirements of the IRC.



Accounting principles generally accepted in the United States require plan management to evaluate tax positions taken by the Plan and recognize a tax liability (or asset) if the organization has taken an uncertain position that more likely than not would not be sustained upon examination by the IRS. The Plan Administrator has analyzed the tax positions taken by the Plan, and has concluded that as of December 31, 2019 and 2018, there are no uncertain positions taken or expected to be taken that would require recognition of a liability (or asset) or disclosure in the financial statements. The Plan is subject to routine audits by taxing jurisdictions; however, there are currently no audits for any tax periods in progress.

#### **NOTE E – Party-in-Interest Transactions**

The Plan held 47,552 shares and 27,285 shares of common stock of the Company, the sponsoring employer, valued at \$2.6 million and \$1.1 million at December 31, 2019 and 2018, respectively, as adjusted to reflect the two-for-one stock split effective August 22, 2019. The investment and transactions in this investment qualify as party-in-interest transactions which are exempt from the prohibited transaction rules of ERISA.

Plan investments include shares of mutual funds and a collective trust managed by Fidelity, the custodian as defined by the Plan; therefore, transactions in these investments qualify as exempt party-in-interest transactions.

Fees paid by the Plan for investment management services are charged to participant accounts. Certain audit and legal fees incurred in connection with the operation of the Plan are paid directly by the Company. Additionally, certain employees of the Plan Sponsor provide administrative services to the Plan. These services are provided at no cost to the Plan.

Party-in-interest transactions also include loans made to participants.



**SPS COMMERCE, INC.  
401(K) RETIREMENT SAVINGS PLAN**

EIN #41-2015127  
Plan #: 001

Form 5500, Schedule H, Part IV, Line 4(a) – Schedule of Delinquent Participant Contributions  
For the year ended December 31, 2019

Year	Late Participant Loan Repayments are included	Participant Contributions Transferred Late to Plan	Total That Constitute Nonexempt Prohibited Transactions			Totally Fully Corrected Under VFCP* and PTE	Lost Earnings
			Contributions Not Corrected	Contributions Corrected Outside of VFCP*	Contributions Pending Correction in VFCP*		
2018	X	621,326		—	—	621,326	1,370

\* Voluntary Fiduciary Correction Program



**SPS COMMERCE, INC.  
401(K) RETIREMENT SAVINGS PLAN**

Form 5500, Schedule H, Part IV, Line 4(i)  
Schedule of Assets (Held at End of Year)  
As of December 31, 2019

Identity of issuer	Description of investment	Current value
<u>Collective trust fund</u>		
Union Bank and Trust Company	Morley Stable Value Fund	\$ 199,789
<u>Mutual funds</u>		
Vanguard	Target Retirement 2045 Fund	10,672,881
Vanguard	Target Retirement 2050 Fund	8,760,181
Vanguard	Target Retirement 2055 Fund	8,107,092
Vanguard	Target Retirement 2030 Fund	6,796,644
Vanguard	Institutional 500 Index Fund	5,614,422
Vanguard	Target Retirement 2040 Fund	4,520,279
Vanguard	Target Retirement 2035 Fund	3,926,379
T. Rowe Price	Growth Stock Fund I	2,370,917
Vanguard	Target Retirement 2025 Fund	2,184,496
American Funds	EuroPacific Growth Fund	2,108,184
Vanguard	Mid-Cap Index Fund	2,019,861
Vanguard	Target Retirement 2060 Fund	1,887,957
Vanguard	Small Cap Growth Index Fund	1,404,157
Vanguard	Small Cap Value Index Fund	1,129,532
Fidelity*	MFS Value Fund Class R6	892,756
Prudential	Total Return Bond Fund	743,535
Vanguard	Intermediate-Term Bond Index Fund	736,442
Vanguard	Target Retirement 2020 Fund	310,472
Vanguard	Target Retirement 2015 Fund	142,842
Vanguard	Target Retirement 2065 Fund	131,430
Vanguard	Target Retirement Income Fund	2,258
		64,462,717
<u>SPS Commerce Stock</u>		
SPS Commerce, Inc.*	Common Stock	2,635,349
<u>Participant loans</u>		
Participant loans*	Interest from 4.25% to 6.50% maturing through 2028	435,475
		\$ 67,733,330

\* Represents a party-in-interest

Cost information is not required for participant directed investments and therefore is not included.



Number	Description	Manner of Filing
23	<a href="#">Consent of Independent Registered Public Accounting Firm</a>	<a href="#">Filed</a> electronically herewith

### Signatures

Pursuant to the requirements of the Securities Exchange Act of 1934, the trustees (or other persons who administer the employee benefit plan) have duly caused this annual report to be signed on its behalf by the undersigned hereunto duly authorized.

#### SPS COMMERCE, INC. 401(K) RETIREMENT SAVINGS PLAN

Date: June 19, 2020

By: SPS COMMERCE, INC., the Plan Sponsor and Plan Administrator

Date: June 19, 2020

By: /s/ KIMBERLY K. NELSON

Kimberly K. Nelson

*SPS Commerce, Inc. Executive Vice President and Chief Financial Officer  
(principal financial and accounting officer)*



**Consent of Independent Registered Public Accounting Firm**

The Audit Committee of the Board of Directors  
SPS Commerce, Inc. 401(k) Retirement Savings Plan:

We consent to the incorporation by reference in the registration statement (No. 333-222438) on Form S-8 of SPS Commerce, Inc. of our report dated June 19, 2020, with respect to the statements of net assets available for benefits of the SPS Commerce, Inc. 401(k) Retirement Savings Plan as of December 31, 2019 and 2018, the related statement of changes in net assets available for benefits for the year ended December 31, 2019 and the related notes, and the supplemental schedules of Schedule H, Part IV, Line 4(a) – Schedule of Delinquent Participant Contributions and Schedule H, Part IV, Line 4(i) – Schedule of Assets (Held at End of Year) as of December 31, 2019, which report appears in the December 31, 2019 annual report for Form 11-K of the SPS Commerce, Inc. 401(k) Retirement Savings Plan.

/s/ KPMG LLP

Minneapolis, Minnesota  
June 19, 2020