



## **Reporting Guide for the electronic questionnaire (EQ) For-hire Motor Carrier Freight Services Price Report**

This is a **quarterly** survey available in March (pricing for January, February and March), June (pricing for April, May and June), September (pricing for July, August and September) and December (pricing for October, November and December).

This survey collects pricing for three services (hauls) selected by your company that are representative of your business activities and from where most of your revenue is generated. The prices are aggregated under the North American Industry Classification System (NAICS) 484 – Truck Transportation Services to compile the For-hire Motor Carrier Freight Services Price Index (FHMCFSPI).

A price index measures changes in prices through time, so it is important to compare the price of the same service (haul) each month. This way we are comparing apples to apples, so to speak. For this reason please price your service (haul) at the same time each month, we suggest the 15<sup>th</sup> or the closest working day. You may not have the same service (haul) each month, but you would know how much you would charge for that service (haul), so an estimate can be given if a real transaction is not available. **The price should always be based on the original service (haul) chosen.** If your company no longer offers the service (haul) previously chosen you will be asked to choose another service (haul) that is typical of your company, meaning a steady source of revenue from a large client. **Please do not include taxes when reporting.**

If a service (haul) you choose to price for the survey is LTL (less than truck load), please only show pricing for that service (haul), not the full truck if you have more than one LTL on the same truck. For example if your shipment consists of two LTL, a 2000 lb LTL and a 6000 LTL, then only track one of those.

There are four questions in the pricing section. The first is for the base price (the price before discounts, surcharges, or taxes). The second is for discount amounts, the third is for fuel surcharges, and the fourth is for other surcharges. **If the discount or surcharge question does not apply to your pricing, press NEXT to skip to the next question.**

To help us understand what is happening in the industry, you will find a list of reasons for price change (if you had any) for the reporting period at the end of the pricing section.

Once the data are in our system, a final price will be calculated as shown in the following example:

Price **before taxes, discounts and surcharges:** \$100

Discounts: \$2

Fuel surcharge: \$10

\$100 minus \$2 equals \$98, plus \$10 equals \$108. \$108 is the final price that would be calculated in our system.

We ask that the survey be completed **within 15 days of receipt.**

Your prices are never published, only the combined change of all companies in this survey, in index form. Your input is important to ensure data accuracy. The data reported on your e-questionnaire are confidential. The published data are in aggregate form ensuring our respondent, business, and price information remains confidential.

We appreciate any additional information you can provide regarding trends or issues. Additional information may be added in the comments section.

Thank you for your time and co-operation. Should you have any questions about your Electronic Questionnaire or the For-hire Motor Carrier Freight Services Price Report please call 1-877-949-9492.

Please quote your reference numbers when calling.

If you wish to see more information about this survey or to see previous results, please visit [www.statcan.gc.ca/survey](http://www.statcan.gc.ca/survey) and select For-hire Motor Carrier Freight Services Price Index from the alphabetical list.