

2010 Survey of Service Industries: Automotive Equipment Rental and Leasing

This document is confidential when completed.
Si vous préférez recevoir ce questionnaire en français,
veuillez nous appeler au numéro sans frais suivant :
1-800-972-9692.



■ **If necessary, please make address label corrections in the boxes below.**

| | | | | | |
|------|-----------------------|--|------|-----------------------------|--|
| 0001 | Legal name | | 0004 | Address (number and street) | |
| 0002 | Business name | | 0005 | City | |
| 0021 | Title of contact | | 0006 | Province/territory or state | |
| 0008 | First name of contact | | 0053 | Country | 0007 Postal code/zip code |
| 0028 | Last name of contact | | 0010 | Language preference | <input type="checkbox"/> English <input type="checkbox"/> French |

This information is collected under the authority of the *Statistics Act, Revised Statutes of Canada, 1985, Chapter S-19.*

COMPLETION OF THIS QUESTIONNAIRE IS A LEGAL REQUIREMENT UNDER THIS ACT.

A - Introduction

Survey purpose

This survey collects the financial and operating data needed to develop national and regional economic policies and programs. Please access www.statcan.gc.ca/survey-enquete/index-eng.htm for more information on this survey.

Fax or other electronic transmission disclosure

Statistics Canada advises you that there could be a risk of disclosure during facsimile or other electronic transmission. However, upon receipt, Statistics Canada will provide the guaranteed level of protection afforded all information collected under the authority of the *Statistics Act*.

Confidentiality

The *Statistics Act* protects the confidentiality of information collected by Statistics Canada.

Data-sharing agreements

To reduce respondent burden, Statistics Canada has entered into data sharing agreements with provincial and territorial statistical agencies and other government organizations, which must keep the data confidential and use them only for statistical purposes.

Information on confidentiality, data-sharing agreements and record linkages can be found on the last page of this questionnaire.

Please return the questionnaire within 30 days.
Please mail the completed questionnaire in the enclosed envelope or fax it to Statistics Canada at 1-888-883-7999.

Lost the return envelope or need help? Call us at **1-800-972-9692** or mail to:
Statistics Canada, Operations and Integration Division, 150 Tunney's Pasture Driveway, Ottawa, Ontario K1A 0T6

Visit our website at www.statcan.gc.ca

B - Main business activity

1. Please describe the nature of your business.

0055

2. Please check the **one main activity** which most accurately represents your **main** source of revenue.

0113

Passenger car rental (without driver)

0114

Passenger car leasing (without driver) (**exclude** business units primarily engaged in retailing cars)

0115

Truck, bus, utility trailer and RV (recreational vehicle) rental and leasing (without driver) (**exclude** business units primarily engaged in renting/leasing heavy equipment; **include** renting/leasing modular space)

0040

None of the above — Please call **1-800-972-9692** for further instructions.

3. Is the sole purpose of this business unit to provide services to your parent company, an affiliated company or a professional practice?

0029

¹ yes, please provide the name of the company or professional practice

0030

³ no

4. Is this business unit engaged in sales financing?

0527

¹ yes

³

no

C - Reporting period information

1. Please report information for your **fiscal year** (normal business year) **ending between** April 1, 2010 and March 31, 2011. Please indicate below the period covered by this questionnaire.

from ⁰⁰¹¹ to ⁰⁰¹²

2. If the reporting period does not cover a **full year**, please check the reason(s) below:

0031

¹ seasonal operations

² new business

³ change of fiscal year

⁴ change of ownership

⁵ ceased operations

⁶ temporarily inactive

Reporting instructions

- Report for business unit(s) specified on the label on the front page.
- Complete only the questions that apply to your business.
- When precise figures are not available, please provide your best estimate.
- Report in Canadian dollars. Dollar amounts and percentages should be rounded to whole numbers.
- Consult the reporting guide at www.statcan.gc.ca/guides-e for further information.

D - Revenue

A detailed breakdown may be requested in other sections.

1. **Sales of goods and services** (e.g., rental and leasing income, commissions, fees, admissions, services revenue)
Report net of returns and allowances.

2299

CAN\$

2. Grants, subsidies, donations and fundraising

2068

3. Royalties, rights, licensing and franchise fees

2022

4. Investment income (dividends and interest)

2097

5. Other revenue
(please specify):

2001

2077

6. **Total revenue** (sum of questions 1 to 5)

2098

E - Expenses

| | | CAN\$ |
|-----|---|-------|
| 1. | Salaries and wages of employees who have been issued a T4 statement | 3010 |
| 2. | Employer portion of employee benefits (include employer contributions to pension, medical/life insurance plans, employment insurance, etc.) | 3040 |
| 3. | Commissions paid to non-employees | 4466 |
| 4. | Professional and business services fees (e.g., legal, accounting) | 4315 |
| 5. | Subcontract expenses (include contract labour, contract work and custom work) | 3060 |
| 6. | Charges for services provided by your head office | 4555 |
| 7. | Cost of goods sold, if applicable (purchases plus opening inventory minus closing inventory) | 5721 |
| 8. | Office supplies | 3301 |
| 9. | Rental and leasing (include rental of premises, equipment, motor vehicles, etc.) | 4115 |
| 10. | Repair and maintenance (e.g., property, equipment, vehicles) | 4178 |
| 11. | Insurance (include professional liability, motor vehicles, etc.) | 4350 |
| 12. | Advertising, marketing and promotions (report charitable donations at question 22) | 4365 |
| 13. | Travel, meals and entertainment | 4370 |
| 14. | Utilities and telecommunications expenses (include gas, heating, hydro, water, telephone and Internet expenses) | 4084 |
| 15. | Property and business taxes, licences and permits | 4410 |
| 16. | Royalties, rights, licensing and franchise fees | 4440 |
| 17. | Delivery, warehousing, postage and courier | 4179 |
| 18. | Financial services fees | 4325 |
| 19. | Interest expenses | 4630 |
| 20. | Amortization and depreciation of tangible and intangible assets { include depreciation of leased assets} | 4520 |
| 21. | Bad debts | 4542 |
| 22. | All other expenses 4531 (please specify): | 4569 |
| 23. | Total expenses (sum of questions 1 to 22) | 4699 |
| 24. | Corporate taxes, if applicable | 4600 |
| 25. | Gains (losses) and other items (see reporting guide) | 4601 |
| 26. | Net profit/loss after tax and other items (see reporting guide) | 2304 |

F - Industry characteristics

Please provide a breakdown of your sales.

1. Revenue from automotive equipment rental and/or operating leases (without driver)
Include payments for lease contracts in which the lessor is responsible for maintenance of the vehicle.

CAN\$

| | | |
|--|------|--|
| a) automobiles and light trucks (include cars, vans, mini-vans, SUVs and light trucks) | 2205 | |
| b) motor homes, RVs, travel trailers, and campers | 2896 | |
| c) heavy trucks, truck trailers and buses | 2897 | |
| 2. Revenue from automotive equipment capital (financial) leases (without driver) Include payments for lease contracts in which the lessee is responsible for maintenance of the vehicle, interest and principal. | | |
| a) automobiles and light trucks (include cars, vans, mini-vans, SUVs and light trucks) | 1192 | |
| b) motor homes, RVs, travel trailers, and campers | 2898 | |
| c) heavy trucks, truck trailers and buses | 2899 | |
| 3. Labour charged to customers for repair and maintenance services (exclude parts and materials charged to customers and include on the next line) | 2041 | |
| 4. Sales of merchandise (include materials and parts charged to customers in the performance of repairs). Sales of all other items (non-rental items, food, beverages) must be included here. | 2048 | |
| 5. a) net gains or losses from disposal of previously rented and/or leased equipment | 2198 | |
| b) gross proceeds from disposal of previously rented and/or leased equipment | 2199 | |
| 6. Commissions revenue (include commissions earned from the sale of insurance, etc.) | 2060 | |
| 7. Other sales (include revenue from rental of real estate and miscellaneous service revenue) (please specify): | 2558 | |
| | 2559 | |
| 8. Total sales (sum of questions 1 to 7; do not include question 5b) | 2305 | |

G - Personnel

| | | |
|--|------|--------|
| 1. Number of partners and proprietors, non-salaried (if salaried, report at question 2 below) | 6321 | number |
| 2. Paid employees | | |
| a) average number of paid employees during the reporting period (see reporting guide) | 6339 | |
| b) percentage of paid employees (from question 2a) who worked full time | 6328 | % |
| 3. Number of contract workers for whom you did not issue a T4, such as freelancers and casual workers (estimates are acceptable) | 6320 | number |

H - Sales by type of client

Please provide a percentage breakdown of your sales by type of client.

1. Clients in Canada

%

| | | |
|---|------|------|
| a) businesses | 8112 | |
| b) individuals and households | 8100 | |
| c) governments, not-for-profit organizations and public institutions (e.g., hospitals, schools) | 8233 | |
| 2. Clients outside Canada | 8140 | |
| | | 100% |

I - Sales by client location

Please provide a percentage breakdown of your sales by client location (first point of sale).

%

| | | |
|---|------|------|
| 1. Newfoundland and Labrador | 8400 | |
| 2. Prince Edward Island | 8415 | |
| 3. Nova Scotia | 8405 | |
| 4. New Brunswick | 8410 | |
| 5. Quebec | 8420 | |
| 6. Ontario | 8425 | |
| 7. Manitoba | 8430 | |
| 8. Saskatchewan | 8435 | |
| 9. Alberta | 8440 | |
| 10. British Columbia | 8445 | |
| 11. Yukon | 8455 | |
| 12. Northwest Territories | 8451 | |
| 13. Nunavut | 8452 | |
| 14. Clients outside Canada (must equal question 2 in section H) | 8401 | |
| | | 100% |

J - Not applicable

K - Provincial/territorial distribution

1. Please report the number of business units/locations operating in Canada during the reporting period. Business unit is defined as the lowest level of the firm for which accounting records are maintained for such details as revenue, expenses and employment.

number
5001

2. Do you have business units/locations in more than **one** province or territory?

⁹⁹⁶⁶ ¹ **yes, go to question 3**

³ **no, go to section L**

3. Please report the following data for the provinces or territories in which you have business units, indicating if you are reporting in Canadian dollars **or** percentages.

⁹⁹⁶⁷ ¹ \$ **or** ² %

| | Number of business units (locations) | Total revenue | Salaries, wages and employee benefits | Amortization and depreciation of tangible and intangible assets | Total expenses |
|------------------------------|--------------------------------------|---------------|---------------------------------------|---|----------------|
| 1. Newfoundland and Labrador | 5002 | 4824 | 4826 | 4827 | 4927 |
| 2. Prince Edward Island | 5003 | 4829 | 4831 | 4832 | 4932 |
| 3. Nova Scotia | 5004 | 4834 | 4836 | 4837 | 4937 |
| 4. New Brunswick | 5005 | 4839 | 4841 | 4842 | 4942 |
| 5. Quebec | 5006 | 4844 | 4846 | 4847 | 4947 |
| 6. Ontario | 5007 | 4849 | 4851 | 4852 | 4952 |
| 7. Manitoba | 5008 | 4854 | 4856 | 4857 | 4957 |
| 8. Saskatchewan | 5009 | 4859 | 4861 | 4862 | 4962 |
| 9. Alberta | 5010 | 4864 | 4866 | 4867 | 4967 |
| 10. British Columbia | 5011 | 4869 | 4871 | 4872 | 4972 |
| 11. Yukon | 5014 | 4874 | 4876 | 4877 | 4977 |
| 12. Northwest Territories | 5013 | 4879 | 4881 | 4882 | 4982 |
| 13. Nunavut | 5012 | 4884 | 4886 | 4887 | 4987 |
| 14. Total | 5015 | 4889 | 4891 | 4892 | 4992 |

L - Contact information

Name of person to contact about this questionnaire:

0026 1 Mr. 2 Mrs. 3 Miss 4 Ms

| | | | | | |
|------|----------------|--|------|------------------|--|
| 0054 | Last name | | 0017 | Telephone number | |
| 0013 | First name | | 0027 | Extension number | |
| 0014 | Title | | 0016 | Fax number | |
| 0018 | E-mail address | | 0020 | Website address | |

Date completed: 0015 yyyy mm dd

How long did you spend collecting the data and completing the questionnaire? 9910 hour(s) 9909 minutes

M - Comments

We invite your comments below. Please be assured that we review all comments with the intent of improving the survey.

FOR
INFORMATION
ONLY

9920

9913

9914

9915

9916

General information

Confidentiality

Your answers are confidential.

Statistics Canada is prohibited by law from releasing any information it collects which could identify any person, business, or organization, unless consent has been given by the respondent or as permitted by the *Statistics Act*. The confidentiality provisions of the *Statistics Act* are not affected by either the *Access to Information Act* or any other legislation. Therefore, for example, the Canada Revenue Agency cannot access identifiable survey records from Statistics Canada.

Information from this survey will be used for statistical purposes only and will be published in aggregate form only.

Data-sharing agreements

To reduce respondent burden, Statistics Canada has entered into data sharing agreements with provincial and territorial statistical agencies and other government organizations, which must keep the data confidential and use them only for statistical purposes. Statistics Canada will only share data from this survey with those organizations that have demonstrated a requirement to use the data.

Section 11 of the *Statistics Act* provides for the sharing of information with provincial and territorial statistical agencies that meet certain conditions. These agencies must have the legislative authority to collect the same information, on a mandatory basis, and the legislation must provide substantially the same provisions for confidentiality and penalties for disclosure of confidential information as the *Statistics Act*. Because these agencies

have the legal authority to compel businesses to provide the same information, consent is not requested and businesses may not object to the sharing of the data.

For this survey, there are **Section 11** agreements with the provincial and territorial statistical agencies of Newfoundland and Labrador, Nova Scotia, New Brunswick, Quebec, Ontario, Manitoba, Saskatchewan, Alberta, British Columbia, and the Yukon.

The shared data will be limited to information pertaining to business establishments located within the jurisdiction of the respective province or territory.

Section 12 of the *Statistics Act* provides for the sharing of information with federal, provincial or territorial government organizations. Under **Section 12**, you may refuse to share your information with any of these organizations by writing a letter of objection to the Chief Statistician and returning it with the completed questionnaire. Please specify the organizations with which you do not want to share your data.

For this survey, there are **Section 12** agreements with the statistical agencies of Prince Edward Island, the Northwest Territories and Nunavut.

For agreements with provincial and territorial government organizations, the shared data will be limited to information pertaining to business establishments located within the jurisdiction of the respective province or territory.

Record linkages

To enhance the data from this survey, Statistics Canada may combine it with information from other surveys or from administrative sources.

**Thank you for completing this questionnaire.
Please retain a copy for your records.
Visit our website at www.statcan.gc.ca**