



Unified Enterprise Survey - Annual

1999 Survey of the Food Services and Drinking Places Industry

Collected under the authority of the *Statistics Act*, Revised Statutes of Canada, 1985, Chapter S19.

Completion of this questionnaire is a legal requirement under this Act.

This document is confidential when completed.

Si vous préférez recevoir ce questionnaire en français, veuillez appeler au numéro de téléphone indiqué dans la boîte ombragée ci-dessous.

Correct pre-printed information if necessary using the corresponding boxes below:

0001	Legal name	0004	Number and street		
0002	Business name	0005	City	0006	Province or State
0003	C/o	0053	Country	0007	Postal code
0008	First name of contact	0028	Last name of contact		
0052	Please report for:	0010	Language preference 1 <input type="radio"/> English 2 <input type="radio"/> French		

A - Introduction

Survey Purpose

This survey collects the financial and operating data needed to produce statistics concerning your industry. These data will be aggregated with information from other sources to produce official estimates of national and provincial economic production in Canada, as well as official estimates of activity by industry. These estimates are used by government for national and regional programs and policy planning as well as by the private sector for industry performance measurement and market development.

Coverage


Please complete this questionnaire for the business unit described in the pre-printed area above. "Business unit" refers to the operation(s) described in the pre-printed area. Report only for those operations located in Canada.

Confidentiality

Statistics Canada is prohibited by law from publishing any statistics which would divulge information obtained from this survey that relates to any identifiable business. **The data reported on this questionnaire will be treated in strict confidence**, used for statistical purposes and published in aggregate form only. The confidentiality provisions of the *Statistics Act* are not affected by either the *Access to Information Act* or any other legislation.

Please return the completed questionnaire(s) in the enclosed envelope **within 30 days** of receipt. However, if you wish to send the questionnaire(s) by facsimile, please consult the **Reporting Instructions** in this section. Thank you.

**If you need further information or help,
please call 1 888 881-3666.**

Name of the primary person completing this questionnaire:			
0026	<input type="radio"/> Mr. <input type="radio"/> Mrs. <input type="radio"/> Miss <input type="radio"/> Ms.	0013	0054
First name		Last name	
Title: 0014			
Telephone number: 0017	Extension: 0027	Fax number: 0016	Date completed: YYYY MM DD
Signature: 			0015
I certify that the information contained herein is complete and correct to the best of my knowledge.			

Reporting Period Information

REPORTING PERIOD

Please report information for your most recent **12-month fiscal period**. Please indicate below the period covered by this questionnaire.

1. From ⁰⁰¹¹

YYYY	MM	DD

 To ⁰⁰¹²

YYYY	MM	DD

2. Did you operate this business unit for the **full year**?

⁰⁰⁵⁰ Yes → **If yes**, please go to the **Business Unit Organization and Joint Venture Activity Information** section.

No → **If no**, please check the appropriate box(es) below.

⁰⁰⁴² Seasonal operation (please provide the dates) From ⁰¹²⁰

YYYY	MM	DD

 To ⁰¹²¹

YYYY	MM	DD

⁰⁰³² New business (please provide the date) ⁰⁰⁴⁶

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⁰⁰³³ Change of fiscal year end (please provide the new end date) ⁰⁰⁵¹

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⁰⁰³⁴ Change of ownership (please provide the date) ⁰¹²⁵

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⁰⁰³⁵ Ceased operations (please provide the date) ⁰¹¹⁹

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⁰⁰³⁶ Temporarily closed (please specify the date and the reason) ⁰⁰⁴⁹

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⁰⁰³⁷

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⁰⁰³⁸ Other (please specify) ⁰⁰³⁹

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For Information Only

Business Unit Organization and Joint Venture Activity Information

1. Type of organization (please check **one** only):

- 0024 1 Sole proprietorship 2 Partnership 3 Incorporated company 4 Co-operative
 5 Joint venture 6 Government business entity 7 Government 8 Non-profit organization

2. Did this business unit participate in any joint venture(s) during the reporting period?

A joint venture refers to a specific commercial undertaking entered into jointly by two or more parties or companies, who agree to contribute the necessary capital and share in profits or losses of the project in agreed proportions. The association terminates either upon completion of the undertaking or at a specific time.

- 0170 Yes → **If yes**, please go to question 3. No → **If no**, please go to the **Main Business Activity** section.

3. Are detailed revenue and expenses for the business unit's share in the joint venture(s) included in this questionnaire?

- 0171 Yes No

Joint Venture Activity Information

4. Please provide the name of the joint venture.

0180

5. Is this joint venture:

- 0190 Incorporated? **If incorporated**, please go to question 6.
 Unincorporated? **If unincorporated**, please go to question 7.

6. Revenue Canada Business Number of joint venture (if incorporated)

0179

7. If it is an unincorporated joint venture, please provide the length of time of the joint venture.

From 0191 YYYY MM DD To 0192 YYYY MM DD

8. Venture partner(s) and their Revenue Canada Business Number(s) (if incorporated)

	Venture partners	Revenue Canada Business Number(s) (if incorporated)
9.	0181	0182
10.		
11.		

Note: If you participated in more than one joint venture or if more space is required, please enclose a separate page.

Main Business Activity

Please check the **main** activity at this business unit that most accurately describes the **principal** source of operating revenue. Please check **one** only.

1. 0430 **Full-Service Restaurant**
An establishment where patrons order while seated (e.g., fine dining).
- 0431 **Limited Service Eating Place**
An establishment where patrons order or select food or beverages at a counter, food bar, public cafeteria and/or order by phone.
- 0432 **Food Service Contractor**
An establishment primarily engaged in supplying food services under contract for a specific period of time (e.g., to airlines, institutions and government).
- 0433 **Caterer**
An establishment primarily engaged in providing food services for social events such as parties, weddings or receptions and business events.
- 0434 **Mobile Food Service**
An establishment primarily engaged in preparing and serving food and beverages for immediate consumption from motorized vehicles or non-motorized carts.
- 0435 **Drinking Places**
An establishment engaged in preparing and serving alcoholic beverages and limited food services for immediate consumption (e.g., bars, taverns, pubs, night-clubs). Also includes bars operating video gaming or other gambling machines.
2. 0040 **None of the above**
(please list the main activities of this business unit and indicate the estimated percentage of total operating revenue associated with each one):
- 0041

Note: If you responded "None of the above", please call 1 888 881-3666 for further instructions.

Data-sharing Agreements

To avoid duplicating survey activity, Statistics Canada has entered into agreements with provincial and territorial statistical agencies for the sharing of data. This is done in accordance with the federal Statistics Act and corresponding provincial and territorial legislation. The data are to be kept confidential and used for statistical purposes only. **Your responses are not shared with Revenue Canada.** More details on data – sharing are included in this package.

Reporting Instructions

When precise figures are not available, your best estimates are acceptable.

1. Report all dollar amounts in CANADIAN DOLLARS (\$ CDN).
2. All dollar amounts reported should be rounded to whole dollars (e.g., \$55,417.40 should be reported as \$55,417).
3. Percentages should be rounded (e.g., 37.3% to 37%, 75.8% to 76%).
4. Please write clearly in ink.
5. This survey questionnaire can be faxed back to Statistics Canada at 1 888 883-7999.

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

B - Revenue

- Please include:**
- all Canadian revenue recorded in your accounts for sales or transfers to other businesses and to other units of your business;
 - all revenue received from outside Canada by this business unit.
- Please exclude:**
- federal or provincial sales taxes collected for remittance to a government agency.

		\$ CDN
Alcoholic beverage service (include drinks served with meals) :		1400
1. Beer		1405
2. Wine		1410
3. Liquor		1414
4. Total Alcoholic Beverages		1415
Food and Non-Alcoholic Beverage service (exclude alcohol and report it above) :		
5. Full table food service (Customers are waited upon while seated at table, e.g., fine dining.)		1420
6. Counter service (Self serve and/or food and beverages dispensed to customers and eaten in or near premises.)		1425
7. Take-out service (Customers pick up food and beverages to be eaten away from the premises.)		1430
8. Drive-through service (Customers drive up and order and consume their purchases away from the premises.)		1432
9. Delivery service (Food ordered and delivered to customers by vehicle.)		1435
10. Contract catering service (Food prepared for institutions, government and/or industry.)		1440
11. Catering (social) (Food prepared for events, parties and functions.)		1445
12. Mobile food service (Food and beverages prepared and sold from motorized vehicles and non-motorized carts.)		1450
13. Accommodation revenue (rental of overnight rooms and suites) Exclude rental of halls, banquet and meeting rooms. Please report this in this section at question 15, "Sales of other goods and services produced".		2028
14. Sales of merchandise (e.g., gifts, newspapers, cigarettes)		2000
15. Sales of other goods and services produced (e.g., parking, cover charges, coat check, rental of halls and meeting rooms)		
Please name major items:	2001	
	2002	
	2003	

Rental or Lease of Office Space, Other Real Estate, Goods and Equipment

	\$ CDN
16. Office space or other real estate	2005
17. All other rental or leasing revenue (e.g., equipment, motor vehicles)	2030
Please name major items:	
2031	
2032	
2033	

Other Operating Revenue

	\$ CDN
18. Franchise fee revenue	2040
19. Commission revenue (e.g., gross gambling commissions from Video Lottery Terminals, Lottery Tickets)	2060
20. Royalties (revenue derived from the granting of rights or usage of patents, trademarks, copyrights)	2065
21. All other operating revenue Exclude interest income and dividends. Please report this amount in this section at question 23, "Non-operating revenue".	2077
Please name major items:	
2071	
2072	
2073	

Revenue Totals

	\$ CDN
22. Total operating revenue	2080
23. Non-operating revenue (e.g., interest income and dividends)	2097
24. Total revenue (add amounts reported at questions 22 and 23 above)	2098

C - Purchases and Inventories

Inventories are to be reported at book value (i.e., the value maintained in the accounting records).

Please include:

- inventory **owned** by this business unit within or outside Canada (including inventory: held at any warehouse, selling outlet, in transit, or on consignment).

Please exclude:

- inventory held on consignment for others.

	Purchases \$ CDN	Value of opening inventory \$ CDN	Value of closing inventory \$ CDN
1. Merchandise (for resale)	5507	5560	5565
2. Food and non-alcoholic beverages	5537	5530	5535
3. Alcoholic beverages	5547	5540	5545
4. Total purchases and inventories (add amounts reported at questions 1 to 3 above)	5548	5550	5555

D - Cost of Goods Sold

\$ CDN

5721

1. Value of **total purchases** (reported in **Section C - Purchases and Inventories**, at question 4, at cell 5548) **plus total opening inventories** (reported in **Section C - Purchases and Inventories**, at question 4, at cell 5550) **minus** the value of **total closing inventory** (reported in **Section C - Purchases and Inventories**, at question 4, at cell 5555).

E - Expenses

Please include: • all expenses within or outside Canada recorded or received by this business unit.

Please exclude: • income tax and the portion of federal or provincial sales taxes refunded by government.

Labour Compensation

\$ CDN

3040

1. Wages and salaries of employees

Please **exclude** employer portion of employee benefits from salaries and wages and report these benefits separately at question 2 below.

- Employees are defined as those workers for whom you completed a Revenue Canada **T4 - Statement of Remuneration Paid** form.
- Please report all wages and salaries (including taxable allowances and employment commissions as defined on the **T4 - Statement of Remuneration Paid** form) **before deductions**.

Include: • those amounts deposited to accounts outside Canada.

Exclude: • all payments and expenses associated with outside contract workers and employment agencies or personnel suppliers. Please report these payments on the appropriate line(s) in this section.

For example:

- the cost of janitorial services under direct contract to you. Please report these payments in this section at question 15, "Purchased maintenance and repair service expenses for buildings and structures, including janitorial services";
- payments to employment agency or personnel supplier. Please report these payments in this section at question 19, "Payments to employment agency or personnel supplier".
- all payments to casual labour without a **T4 - Statement of Remuneration Paid** form. Please report these payments in this section, at question 33, "All other operating expenses".

3040

2. Employer portion of employee benefits

Include: • contributions to health plans, insurance plans, employment insurance, pension contributions, workers' compensation, retiring allowances or lump sum payments to employees upon termination or retirement, etc.

Exclude: • contributions to provincial health and education payroll taxes applicable to this business unit. Please report these payments in this section, at question 33, "All other operating expenses".

3041

3. **Total labour compensation** (add amounts reported at questions 1 and 2 above)

Purchases of Materials and Supplies

Exclude: • capital expenditures;
• the cost of alcoholic beverages, food, and non-alcoholic beverages and merchandise (for resale). Please report these items in **Section C - Purchases and Inventories**.

\$ CDN

3420

4. Supplies and materials used in the business (e.g., bar supplies, cleaning supplies, plastic utensils, food containers)

5. Office supplies

Include paper and supplies for photocopiers, printers and fax machines; diskettes; writing instruments and other office supplies, etc. Also, **if not capitalized, include** computers, printers, photocopiers, computer software and office furniture, etc.

Exclude postage and courier expenses. Please report these payments in this section at question 33, "All other operating expenses".

3301

Energy and Water Expenses

Exclude energy and water expenses that are covered in your rental and leasing expenses. Please report these payments in this section at question 11, "Rental of office space or other real estate".

	\$ CDN
	4027
6. Energy (e.g., electricity, gasoline, fuel oil, diesel fuel, propane, natural gas)	4065
7. Water	

Purchased Service Expenses

Please **exclude** services that you produce within this business unit.

	\$ CDN
8. Purchased delivery service (delivery of food and beverages to customers by private contractor)	3440
9. Telephone and other telecommunications expenses Include: • telephone, fax, cellular phone, or pager services for transmission of voice, data or image; • Internet access charges.	4101
10. Rental of linens and uniforms	3430
Rental and leasing expenses	4120
11. Rental of office space or other real estate	4125
12. Rental of motor vehicles (without driver)	4135
13. Rental of other machinery and equipment (without operator)	4140
14. Rental of other goods	

Purchased Service Expenses (continued)

Purchased maintenance and repair service expenses	\$ CDN
15. Purchased maintenance and repair service expenses for buildings and structures, including janitorial services Include materials, parts and labour. Exclude property management fees.	4180
16. Purchased maintenance and repair service expenses for motor vehicles Include materials, parts and labour.	4210
17. Purchased maintenance and repair service expenses for other machinery and equipment Include materials, parts and labour.	4215
18. Purchased maintenance and repair service expenses for other goods Include materials, parts and labour.	4220
19. Payments to employment agency or personnel supplier (e.g., pay for temporary workers paid through an agency and charges for personnel search services)	3080
20. Legal, accounting and auditing fees	4230
21. Consulting fees	4270
22. Financial service fees (e.g., bank charges, credit and debit card commissions) Exclude interest expenses. Please report these amounts in this section at question 35, "Other expenses".	4325
23. Insurance premiums (e.g., liability, auto, building, equipment)	4350
24. Advertising expenses	4365
25. Travel, meals and entertainment expenses Include purchases for clients. Exclude music and entertainment services provided to customers as part of your business. Please report these payments in this section at question 28, "Cable and satellite television / Purchased transmission of television, radio and music programs", and at question 29, "Service fees of performing and other artists".	4370
26. Property and business taxes, licenses and permits Include: <ul style="list-style-type: none"> • property taxes (except those covered in your rental and leasing expenses); • property transfer taxes; • vehicle licence fees; • lot levies. 	4410
27. Royalties and franchise fees	4440
28. Cable and satellite television / Purchased transmission of television, radio and music programs	4460
29. Service fees of performing and other artists	4465

Other Operating Expenses

Depreciation and amortization (including this business unit's assets and capital lease obligations):

	\$ CDN
	4523
30. Franchise fees	4550
31. All other (e.g., buildings, vehicles, equipment)	4555
32. Management fees paid to head office and business support units	4569
33. All other operating expenses (e.g., contributions to provincial health and education payroll taxes, allowances for bad debts, donations, and inventory adjustments) Exclude interest expenses. Please report these amounts in this section at question 35, "Other expenses".	4569
Please name major items:	4561
	4562
	4563

Expense Totals

	\$ CDN
	4598
34. Total operating expenses (add amounts reported at questions 3 to 33)	4630
35. Other expenses (e.g., interest expenses on capital lease obligations (plus all other miscellaneous interest expenses such as interest on loans and the interest portion of mortgage payments)	4698
36. Total expenses (add amounts reported at questions 34 and 35 above)	4698

F - Employment

Please report the average number of people employed during the reporting period. Employees are defined as those workers for whom you completed a Revenue Canada **T4 - Statement of Remuneration Paid** form.

Include full-time, part-time and temporary employees and employees absent with pay.

Do not include contract workers who are not part of your payroll.

	Number of Employees		
	Full-year	Seasonal	Total
1. Full-time (usually 30 hours or more per week)	6071	6072	6073
2. Part-time (usually less than 30 hours per week)	6074	6075	6076
3. Number of working owners or partners of unincorporated businesses			6079

G - Events That May Have Affected Your Business Unit

1. Compared to **last fiscal year**, were there any events that may have significantly affected the reported values for this business unit?

- 9929 Yes → **If yes**, please go to question 2.
 No → **If no**, please go to **Section H - Comments**.

2. Please check the box(es) that best reflect this change.

- | | |
|---|---|
| 9930 <input type="radio"/> Longer scheduled work week | 9931 <input type="radio"/> Shorter scheduled work week |
| 9932 <input type="radio"/> Increase in business | 9933 <input type="radio"/> Decrease in business |
| 9934 <input type="radio"/> More overtime | 9935 <input type="radio"/> Less overtime |
| 9936 <input type="radio"/> Foreign exchange | 9937 <input type="radio"/> Merger or acquisition |
| 9938 <input type="radio"/> Layoffs | 9939 <input type="radio"/> Increase in hiring |
| 9940 <input type="radio"/> Temporary shutdown | 9941 <input type="radio"/> Permanent shutdown |
| 9942 <input type="radio"/> Strike | 9943 <input type="radio"/> Weather |
| 9944 <input type="radio"/> Change in supplier | 9945 <input type="radio"/> Change in product line |
| 9946 <input type="radio"/> Price changes, goods or services sold (output) | 9947 <input type="radio"/> Price changes, labour or raw materials (input) |
| 9948 <input type="radio"/> Changes in industry regulation | 9949 <input type="radio"/> Changes in government taxes |
| | 9952 <input type="radio"/> Natural disaster |

3. 9950 Other (please specify):

H - Comments

1. How long did you spend collecting the data and completing this form? hours

2. Comments?

We invite your comments on the following topics or any others related to our business survey program. We appreciate your assistance.

- questionnaire content
- new questions of interest to your industry
- questionnaire language
- use of business terminology
- comprehension of questions (e.g., through definitions, examples of inclusions and exclusions, code sheets, instruction sheets, reporting guides.)
- order and flow of questions
- timing of receipt of questionnaire and the period given for response
- other sources of data to further reduce response burden
- potential for electronic data reporting
- general (non-proprietary) business software packages in use

9920

Lost the return envelope?
Please telephone 1 888 881-3666
or
fax 1 888 883-7999.



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