



This document is confidential when completed.  
Si vous préférez recevoir ce questionnaire en français,  
veuillez nous appeler au numéro sans frais suivant :  
**1-888-881-3666.**

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



0001	Legal name		0004	Address			
0002	Business name		0005	City		0006	Province/territory or state
0003	C/O		0053	Country		0007	Code postal/zip code
0028	Last name of contact		0008	First name of contact			
0052	Please report for		0010	Language preference	1 <input type="checkbox"/> English	2 <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

The purpose of this survey is to collect the financial and operating/production data needed to develop national and regional economic policies and programs. For further details, please consult the enclosed reporting guide.

### Data-sharing agreements

To reduce respondent burden, Statistics Canada has entered into agreements with provincial and territorial statistical agencies and other government departments for the sharing of data. The data will be kept confidential and used for statistical purposes only by these organizations. For further details on any data-sharing agreement for this survey, please consult the enclosed reporting guide.

### Confidentiality

The *Statistics Act* protects the confidentiality of information collected by Statistics Canada. Please see the enclosed reporting guide for more information.

### Fax or other electronic transmission disclosure

Statistics Canada advises you that there could be a risk of disclosure during the 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*.

### Coverage

Please report for the business unit(s) identified above. Include only the operation(s) located in Canada.

**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 **1-888-881-3666** or mail to:  
Statistics Canada, Operations and Integration Division, 150 Tunney's Pasture Driveway, Ottawa, Ontario K1A 0T6

Visit our website at [www.statcan.ca](http://www.statcan.ca)



## Reporting instructions

1. Please print in ink.
2. Report all dollar amounts in **Canadian dollars (CAN\$)**.
3. Dollar amounts and percentages should be rounded to whole numbers.
4. **When precise figures are not available, please provide your best estimates.**

## Main business activity

1. Is this business unit primarily a store retailer?

0840 1  yes, go to question 2.

3  no, provide a brief description of your main activity and call **1-888-881-3666** for further instructions.

0041 \_\_\_\_\_

2. How many retail locations does this business unit cover? 0842

3. Is this business unit a franchise operation? 0841 1  yes

3  no

4. List the main lines of merchandise and services sold and the estimated percentages of total operating revenue:

		%
a) 0833	<input type="text"/>	0834 <input type="text"/>
b) 0835	<input type="text"/>	0836 <input type="text"/>
c) 0837	<input type="text"/>	0838 <input type="text"/>

## Reporting period information

1. Please report for your **fiscal year** (normal business year) ending between **April 1, 2008** and **March 31, 2009**. Indicate the period covered by this questionnaire.

from 0011    to 0012

## B - Revenue (exclude GST/HST, PST and TVQ)

	CAN\$
1. Sales of all goods purchased for resale, net of returns and discounts — <b>Include</b> parts used in generating repair and maintenance revenue (report the labour portion of repair and maintenance at question 5 below). <b>Exclude</b> sales and revenue from concessions.	2020
2. Commission revenue and fees earned from selling merchandise on behalf of others — <b>Include</b> commission revenue from concessions.	2060
3. Commission revenue and fees earned from selling services on behalf of others (e.g., lottery and bus tickets, phone cards)	2038
4. Sales of goods manufactured as a secondary activity by this retailing business unit	2299
5. Labour revenue from repair and maintenance (report parts at question 1 above)	2041
6. Revenue from rental and leasing of goods and equipment	2037
7. Revenue from rental of real estate	1009
8. All other operating revenue (e.g., shipping and handling charges not included in the price of merchandise, placement fees) — <b>Exclude</b> interest and dividend income; report these amounts at question 10 below.	2077
9. <b>Total operating revenue</b> (sum of questions 1 to 8 above)	2080
10. Non-operating revenue (e.g., interest and dividend income)	2097
11. <b>Total revenue</b> (sum of questions 9 and 10 above)	2098

## C - Cost of goods sold

		CAN\$
1. Opening inventory		5560
2. Purchases		4019
3. Closing inventory		5565
4. <b>Cost of goods sold</b> (sum of questions 1 and 2 minus 3 above)		5720

## D - Expenses

		CAN\$	CAN\$
1. Salaries and wages of employees	3010		
2. Employer portion of employee benefits	3040		
3. <b>Total labour remuneration</b> (sum of questions 1 and 2 above)		3041	
4. Rental and leasing expenses — <b>Include</b> office space or other real estate, motor vehicles, computers and peripherals, other machinery and equipment, and other goods.		4115	
5. Advertising and promotion		4365	
6. Amortization and depreciation expenses (e.g., buildings, vehicles, machinery and equipment)		4520	
7. Management fees and other service fees charged by head office and other business support units		4555	
8. All other operating expenses (please refer to the reporting guide) — <b>Exclude</b> interest expenses; report these amounts at question 10 below.		4569	
9. <b>Total operating expenses</b> (sum of questions 3 to 8 above)		4598	
10. Other expenses (e.g., interest expenses)		4630	
11. <b>Total expenses</b> (sum of questions 9 and 10 above)		4698	

## E - Distribution of total operating revenue

### 1. By type of customer

			%
a) Individuals and households		8100	
b) All other customers (e.g., private businesses, public institutions, government)		8113	
<b>Total</b>			<b>100%</b>

### 2. By method of sale

			%
a) In-store sales		1011	
b) E-commerce (e.g., sales generated through online Internet orders)		1012	
c) Catalogue and mail-order		2254	
d) All other methods (please specify):	2244	2245	
<b>Total</b>			<b>100%</b>

## F - Events that may have affected your business unit

1. Compared to **last fiscal year**, what events have **significantly affected the reported values** for this business unit?  
(please specify):

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## H - Comments

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

2. We invite your comments below. Statistics Canada reviews all comments with the intent of improving the survey.

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## J - Contact information

0026	Person primarily responsible for completing this questionnaire:	0017	Telephone number
	1 <input type="checkbox"/> Mr. 2 <input type="checkbox"/> Mrs. 3 <input type="checkbox"/> Miss 4 <input type="checkbox"/> Ms	0027	Extension number
0054	Last name	0016	Fax number
0013	First name	0020	Website address
0014	Title	0018	E-mail address

Signature: \_\_\_\_\_ yyyy  mm  dd

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I certify that the information contained herein is complete and correct to the best of my knowledge.

**Thank you for completing this questionnaire. Please retain a copy for your records.**