



Annual Survey of Printing and Related Support Activities, 2003

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 nous téléphoner au numéro sans frais suivant : **1 888 881-3666**.

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/Zip 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. For more information on survey purpose, please consult the enclosed "Guidelines and Instructions" booklet.

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 in the enclosed envelope or fax it to Statistics Canada at **1 888 883-7999**, **within 30 days** of receipt. For information about "Fax or Electronic Transmission Disclosure", please refer to the enclosed booklet "Guidelines and Instructions". Thank you.

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

| | | | | | |
|---|--------------------|-------------------------|-------------------------------|---------------------------|--|
| Name of the primary person completing this questionnaire: 0026 | | 0013 | _____ | | |
| 1 <input type="radio"/> Mr. 2 <input type="radio"/> Mrs. 3 <input type="radio"/> Miss 4 <input type="radio"/> Ms. | | 0054 | _____ | | |
| Title: 0014 | | E-mail address: 0018 | | Web site address: 0020 | |
| 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.

Coverage

Please include the data for all locations listed in **Section F, "Employment by Location"**, page 11.

Main Business Activity

1. Are you a Publisher? 0144 1 Yes → **If yes**, please call **1 888 881-3666** for further instructions.
3 No → **If no**, please complete this questionnaire.
2. Please check the **main** activity at this business unit that most accurately describes the **principal** source of operating revenue. Please check **one** only.
- 0147 1 Printing and Related Support Activities 2 Other Manufacturing 3 Retail/Wholesale 4 Services (e.g., publishing) 5 Other
3. If you have checked printing and related support activities, please indicate the specific activity below:
- 0148 1 commercial screen printing 2 quick printing (excluding printing using **only** office-type photocopiers) 3 manifold (multi-copy) business form and/or cheque printing
4 digital printing 5 other printing 6 other (please specify): 0145 _____
4. Is this a change from last year? 0142 1 Yes 3 No
- If your main business activity is not printing and related support activities, then please call **1 888 881-3666** for further instructions.

Reporting Period Information

Reporting Period

Please report information for your **most recent available 12-month fiscal period** ending between January 1, 2003 and March 31, 2004. Please indicate below the period covered by this questionnaire.

5. From 0011

| | | | | | | | | | |
|--|--|--|--|--|--|--|--|--|--|
| | | | | | | | | | |
|--|--|--|--|--|--|--|--|--|--|

 To 0012

| | | | | | | | | | |
|--|--|--|--|--|--|--|--|--|--|
| | | | | | | | | | |
|--|--|--|--|--|--|--|--|--|--|

6. Do the dates reported above represent a change in your fiscal year?
0059 1 Yes 3 No
7. Were any of the operating units of this business unit temporarily or seasonally inactive during the reporting period?
0061 1 Yes 3 No
8. Has this business unit acquired any operating units during the reporting period?
0064 1 Yes 3 No
9. Has this business unit disposed of/sold any operating units during the reporting period?
0066 1 Yes 3 No

Data-sharing Agreements

To avoid duplicating survey activity, Statistics Canada has entered into agreements with provincial and territorial statistical agencies and with other government departments for the sharing of data. This is done in accordance with the federal *Statistics Act* and corresponding provincial and territorial legislation. The data are kept confidential. **YOUR RESPONSES ARE NOT SHARED WITH CANADA CUSTOMS AND REVENUE AGENCY.** Details on data-sharing are included in the enclosed "Guidelines and Instructions" booklet.

Reporting Instructions

When precise figures are not available, please provide your best estimates.

1. The enclosed "Guidelines and Instructions" booklet is designed to assist in the completion of this questionnaire. Instructions are numbered to correspond to the numbers on the questionnaire.
2. Report all dollar amounts rounded to the nearest thousand CANADIAN DOLLARS (**\$'000 CDN**) (e.g., \$55,417.40 should be rounded to \$55).
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 revenue from domestic or export shipments received by this business unit;
 - all revenue from shipments to other units of this business.

- Please exclude:**
- federal and provincial sales taxes, excise duties, excise taxes, shipping charged by common or contract carriers, discounts, sales allowances and returned sales;
 - all revenue of business units located outside Canada.

B-1 Manufacturing Outputs

1. Manufacturing outputs are reported as:

- 2056 1 Shipments 2 Production
 3 Other (please specify): 2057 _____

2. Are you reporting at final selling price?

- 2058 1 Yes 3 No

If "No", please specify basis of valuation:

2063 _____

| 3. Shipments of goods of own manufacture | Commodity code for Statistics Canada use | Unit of measure | Quantity shipped | Value of shipments (\$'000 CDN) |
|---|--|-----------------|------------------|---------------------------------|
| 3.1 Engraving done for others (materials owned by you) | 000 000 141 | | xxxxx | xxxxx |
| 3.2 Trade composition using computer interface | 000 000 207 | | xxxxx | xxxxx |
| 3.3 Artwork done for others (materials owned by you) | 000 000 213 | | xxxxx | xxxxx |
| 3.4 All other products shipped (please specify major items separately): | xxxxx | xxxxx | xxxxx | xxxxx |
| xxxxx | xxxxx | xxxxx | xxxxx | xxxxx |
| xxxxx | xxxxx | xxxxx | xxxxx | xxxxx |
| xxxxx | xxxxx | xxxxx | xxxxx | xxxxx |
| xxxxx | xxxxx | xxxxx | xxxxx | xxxxx |
| 4. Total shipments of goods of own manufacture | | | | 25999 |

B-1 Manufacturing Outputs (continued)

| | \$'000 CDN |
|--|-------------|
| 5. If you were unable to exclude the shipping charged by common or contract carriers, sales taxes, excise taxes, discounts, sales allowances and returned sales from the value of the individual products in the Shipments of goods of own manufacture section, please report that amount here. | 2074 () |
| 6. Amount received for custom work (done on materials and products owned by others including other business units of your own company) | 2053 |
| 7. Amount received for repair work (done on materials and products owned by others including other business units of your own company) | 2059 |
| 8. Total manufacturing outputs (add amounts reported at lines 4 to 7) | 2054 |

B-2 Shipments of Goods Purchased for Resale

| | \$'000 CDN |
|---|-------------|
| 9. Total value of shipments of goods purchased for resale (in the same condition as purchased). Purchases of such goods should be reported at line 32, page 8. | 2028 |
| 10. Specify below the major product lines, and percent of total shipments of goods purchased for resale as reported at line 9. | |
| | % |
| Product 1 | 2026 |
| Product 2 | 2027 |
| Product 3 | 2069 |
| All other products | 2076 |
| Total | 100% |

B-3 All Other Operating Revenue

| | \$'000 CDN |
|--|------------|
| 11. Rental and leasing revenue | 2046 |
| 12. Operating subsidies from governments (exclude capital grants) | 2068 |
| 13. All other operating revenue not specified above (e.g., revenue from contracted shipping, royalties and franchise fees). Please report interest and dividend income at line 15. | 2077 |

Revenue Totals

| | \$'000 CDN |
|---|------------|
| 14. Total operating revenue (add amounts reported at lines 8, 9 and 11 to 13) | 2080 |
| 15. Non-operating revenue (e.g., interest and dividend income) | 2097 |
| 16. Total revenue (add amounts reported at lines 14 and 15, this amount should equal the "Total Revenue" as shown in your Income Statement) | 2098 |
| 17. Progress Payments | |
| The following two questions are applicable to business units which manufacture products that normally require extended periods of time and large sums of money to complete (such as ships, turbines): | |
| 17.1 Amount included in Section B-1, "Manufacturing Outputs" , at line 4 that represents payment for work done and not shipped | 2064 |
| 17.2 Percent of line 17.1 received from: Canadian sources 2066 _____% Other countries 2067 _____% | |

C - Expenses

Please include:

- all expenses within or outside Canada recorded by this business unit.

Please exclude:

- GST/HST, TVQ;
- all expenses incurred by business units located outside Canada.

Note: If you are **unable** to exclude GST/HST, TVQ from your expense details, please check here.

➔ 3001 1

C-1 Labour Remuneration

\$'000 CDN

1. Salaries and Wages of employees (**include** overtime and vacation pay). Amount reported here should be the same as the "Total - all locations", on page 11, bottom of **Section F - Employment by location**.

3010

Employees are defined as those workers for whom you completed a Canada Customs and Revenue Agency **T4 - Statement of Remuneration Paid** form. Please refer to your "Guidelines and Instructions" booklet for inclusions and exclusions before completing this question.

2. Employer portion of employee benefits. Please refer to your "Guidelines and Instructions" booklet for inclusions and exclusions before completing this question.

3040

3. **Total labour remuneration** (add amounts reported at lines 1 and 2)

3041

4. Provincial health and education payroll taxes

3042

Include:

- Ontario Employer Health Tax;
- Quebec Health Fund Services Contribution;
- Manitoba Levy for Health and Education;
- Newfoundland and Labrador Payroll Tax

C-2 Manufacturing Inputs

Please exclude:

- materials or components **produced** by this business unit for its own use.

5. Manufacturing inputs are reported as:

3003 1 Purchased 2 Usage

3 Other (please specify): 3004 _____

| 6. Purchases of raw materials and components | Commodity code for Statistics Canada use | Unit of measure | Quantity | Cost at this business unit (\$'000 CDN) |
|--|--|-----------------|----------|---|
| 6.1 Sulphuric acid; oleum | 2807 00 | | | xxxxx |
| 6.2 Liquid lustres and similar preparations | 3207 30 | | | xxxxx |
| 6.3 Rosin | 3806 10 | | | xxxxx |
| 6.4 Polyurethanes in primary forms | 3909 50 | | | xxxxx |

C-2 Manufacturing Inputs (continued)

| 6. Purchases of raw materials and components | Commodity code for Statistics Canada use | Unit of measure | Quantity | Cost at this business unit (\$'000 CDN) |
|--|--|---|----------|---|
| 6.5 Silicones, in primary forms | 3910 00 | | | xxxxx |
| 6.6 All other raw materials and components (please specify major items separately): xxxxx | xxxxx | xxxxx | xxxxx | xxxxx |
| xxxxx | xxxxx | xxxxx | xxxxx | xxxxx |
| xxxxx | xxxxx | xxxxx | xxxxx | xxxxx |
| xxxxx | xxxxx | xxxxx | xxxxx | xxxxx |
| xxxxx | xxxxx | xxxxx | xxxxx | xxxxx |
| 7. Total purchases of raw materials and components | | | | 15999 |
| <p>Recycling of raw materials and components</p> <p>8. Are any recycled or waste materials used as substitutes for virgin raw materials at this business unit? 3308 1 <input type="radio"/> Yes 3 <input type="radio"/> No</p> <p>9. If yes, please specify which of the following recycled or waste materials are used as inputs: 3309 1 <input type="radio"/> paper/fibre 2 <input type="radio"/> metal 3 <input type="radio"/> plastic 4 <input type="radio"/> glass 5 <input type="radio"/> other</p> | | | | |
| 10. Containers and shipping materials | Commodity code for Statistics Canada use | Cost at this business unit (\$'000 CDN) | | |
| 10.1 Pallets, box pallets and skids, of wood | 4415 20 10 | xxxxx | | |
| 10.2 All other containers and other shipping and packaging materials (please name major items): | xxxxx | xxxxx | | |
| xxxxx | xxxxx | xxxxx | | |
| xxxxx | xxxxx | xxxxx | | |
| xxxxx | xxxxx | xxxxx | | |
| 11. Total purchased non-returnable containers and other shipping and packaging materials (add amounts reported in Containers and shipping materials) | | | | 35999 |
| 12. Cost of supplies used to operate, maintain and repair buildings and equipment | | | | 3302 |
| 13. Amount paid to other business units and to other contractors for work done on materials owned by this business unit (i.e., custom and repair work) | | | | 4046 |
| 14. Total manufacturing inputs (add amounts reported at lines 7 and 11 to 13) | | | | 3310 |

C-3 Purchased Energy and Water Utility Expenses

- Please exclude:**
- energy and water expenses that are covered in your rental and leasing expenses. Please include these payments in **Section C-4, "Purchased Service Expenses"**, at line 22, "Rental and leasing expenses";
 - all product inputs and feedstock. Please report these payments in **Section C-2, "Manufacturing Inputs"**, at appropriate commodity detail at lines 6 and 7, page 6, "Total purchases of raw materials and components".

| 15. Energy and Water Expenses: | | Quantity | \$'000 CDN |
|--|--|---------------|------------|
| | | 4079 '000 KWH | 4030 |
| 15.1 | Electricity | | 4032 |
| 15.2 | Gasoline | | 4072 |
| 15.3 | Light fuel oil (nos. 2 and 3) | | 4073 |
| 15.4 | Heavy fuel oil (nos. 4, 5 and 6) | | 4041 |
| 15.5 | Diesel fuels | | 4074 |
| 15.6 | Liquefied petroleum gases (propane, butane, etc.) | | 4045 |
| 15.7 | Natural gas | | 4071 |
| 15.8 | Coal | | 4060 |
| 15.9 | All other energy types (e.g., steam, oxygen) (please specify major items): 4057 | | |
| 15.10 | Water utilities | | 4065 |
| 16. Total purchased energy and water utility expenses (add all amounts reported in Energy and Water Expenses) | | | 4066 |

17. If total purchases are zero, is it because fuel and electricity are included in rent?

4077 1 Yes 3 No

18. Did this business unit generate any energy used as a replacement for purchased energy (e.g., heat, electricity, steam)?

4078 1 Yes 3 No

C-4 Purchased Service Expenses

| | | \$'000 CDN |
|-----|---|------------|
| 19. | Transportation, warehousing and storage expenses of purchased goods | 4070 |
| 20. | Postage and courier expenses | 4085 |
| 21. | Telephone and other telecommunication expenses | 4101 |
| 22. | Rental and leasing expenses Include office space or other real estate, motor vehicles, computers and peripherals, other machinery and equipment, and other goods. | 4115 |
| 23. | Purchased maintenance and repair service expenses including janitorial and cleaning services Include materials, parts and labour. Exclude property management fees. | 4175 |
| 24. | Payments to employment agencies or personnel suppliers (e.g., pay for temporary workers paid through an agency and charges for personnel search services) | 3080 |

C-4 Purchased Service Expenses (continued)

| | \$'000 CDN |
|--|------------|
| | 4251 |
| 25. Purchased research and development expenses (contracted out) | |
| 26. All other professional and business service fees (e.g., legal and accounting, technical service fees, consulting, education and training) | 4315 |
| 27. Insurance premiums (e.g., liability, auto, building, equipment) Exclude premiums paid directly to your head office, if applicable. Please report this amount in this section at line 35, "Management fees or any other service fees paid to head office and other business support units". | 4350 |
| | 4365 |
| 28. Advertising and promotion expenses | 4370 |
| 29. Travel, meals and hospitality expenses | 4440 |
| 30. Royalties and franchise fees | |
| 31. All other purchased service expenses not specified above (e.g., property management fees, waste and hazardous material removal, financial service fees such as bank charges, credit and debit card commissions). Please report interest expenses at line 40 in the Expense Totals section. | 4500 |

C-5 All Other Operating Expenses

| | \$'000 CDN |
|---|------------|
| 32. Goods purchased for resale (in the same condition as purchased). Sale of such goods should be reported at line 9, page 4. | 4025 |
| 33. Office supplies | 3301 |
| 34. All other materials, components and supplies Exclude those purchases charged to Fixed Asset Accounts. | 3392 |
| 35. Management fees or any other service fees (e.g., legal, advertising, insurance) paid to head office and other business support units (e.g., warehouses, sales centres, trucking facilities) | 4555 |
| 36. Property and business taxes, and licences and other permits including building permits and development charges | 4410 |
| 37. Total depreciation and amortization expenses on this business unit's assets and on capital lease obligations (if applicable to this business unit) | 4520 |
| 38. All other operating expenses Include all expenses not elsewhere specified (e.g., allowances for bad debts, donations, and inventory adjustments). Please report interest expenses at line 40 in the Expense Totals section. | 4569 |

Expense Totals

| | \$'000 CDN |
|---|------------|
| 39. Total operating expenses (add amounts reported at lines 3, 4, 14, 16 and 19 to 38) | 4599 |
| 40. Other expenses (e.g., interest expenses such as interest on loans, the interest portion of mortgage payments and all other interest expenses including those associated with capital lease obligations) | 4630 |
| 41. Total expenses (add amounts reported at lines 39 and 40, this amount should equal the "Total Expenses" as shown in your Income Statement) | 4699 |

Note: If you self-assess for provincial sales taxes, please check here. → 3002

D - 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.

| | Value of opening inventory \$'000 CDN | Value of closing inventory \$'000 CDN |
|--|--|--|
| 1. Raw materials, purchased components and supplies | 5520 | 5525 |
| 2. Goods in process | 5510 | 5515 |
| 3. Finished products | 5500 | 5505 |
| 4. Goods purchased for resale (in the same condition as purchased) | 5560 | 5565 |
| 5. Other inventory (please specify): 5556 _____ | 5557 | 5558 |
| 6. Total inventories (add amounts reported at lines 1 to 5) | 5550 | 5555 |

7. Do you use **Just-in-time** systems as a strategy to reduce inventories and costs?

5559 1 Yes 3 No

Unfilled Orders

| | \$'000 CDN |
|---|------------|
| 1. Report the value of unfilled orders on the last day of your fiscal year. Please refer to the attached "Guidelines and Instructions" booklet for further instructions. | 5554 |

E - First Destination of Shipments

Data on your revenue by first destination of shipments will be used to improve information on the movement of goods and services between provinces and to other countries. Please provide the distribution of "Total manufacturing outputs", reported in **Section B - Revenue**, at line 8 by destination. If dollar amounts (in thousands of Canadian dollars) are not available, please report in percentage.

| Destination | | \$'000 CDN | OR | % |
|---|---------------------------------------|------------|----|-------------|
| 1. | Newfoundland and Labrador | 8600 | | 8400 |
| 2. | Prince Edward Island | 8615 | | 8415 |
| 3. | Nova Scotia | 8605 | | 8405 |
| 4. | New Brunswick | 8610 | | 8410 |
| 5. | Quebec | 8620 | | 8420 |
| 6. | Ontario | 8625 | | 8425 |
| 7. | Manitoba | 8630 | | 8430 |
| 8. | Saskatchewan | 8635 | | 8435 |
| 9. | Alberta | 8640 | | 8440 |
| 10. | British Columbia | 8645 | | 8445 |
| 11. | Yukon | 8655 | | 8455 |
| 12. | Northwest Territories | 8651 | | 8451 |
| 13. | Nunavut | 8652 | | 8452 |
| 14. | United States | 8665 | | 8465 |
| 15. | Mexico | 8670 | | 8470 |
| 16. | European Union Countries ¹ | 8677 | | 8477 |
| 17. | Asian Pacific Countries ² | 8678 | | 8478 |
| 18. | All other countries | 8676 | | 8476 |
| Total (if you are reporting in dollars, the sum of lines 1 to 18 must equal the amount reported in Section B - Revenue , at line 8, "Total manufacturing outputs") | | 8680 | | 100% |

¹ Austria, Belgium, Denmark, France, Finland, Germany, Greece, Ireland, Italy, Luxembourg, Netherlands, Portugal, Spain, Sweden and the United Kingdom

² Australia, Brunei, China, Hong Kong, Indonesia, Japan, Malaysia, New Zealand, Papua New Guinea, Philippines, Singapore, South Korea, Taiwan, Thailand and Vietnam

F - Employment by Location

Fill in as many locations as applicable to your business unit. Please **include** any additional locations that are not listed below on a separate sheet.

Employees in manufacturing operations include those on the payroll of this establishment in:

- manufacturing operations;
- product installation;
- logging, quarrying, mining activity (integrated operations, where applicable);
- construction for own use;
- production of machinery for own use.

Employees in non-manufacturing operations include those on the payroll of this establishment in:

- executive, administrative, sales and research staff.

Employment at this location:

| Statistics Canada Use | Location (street and number, municipality name, province and postal code) | Major activity | Gross salaries and wages, commissions, bonuses, etc. (\$'000 CDN) | Average number employed during the reporting period |
|-----------------------|--|-------------------|--|---|
| | | Manufacturing | 6175 | 6176 |
| | | Non-manufacturing | 6177 | 6178 |

Employment at other locations included in this questionnaire:

| Statistics Canada Use | Location (street and number, municipality name, province and postal code) | Major activity | Gross salaries and wages, commissions, bonuses, etc. (\$'000 CDN) | Average number employed during the reporting period |
|--|--|-------------------|--|---|
| | | Manufacturing | 6175 | 6176 |
| | | Non-manufacturing | 6177 | 6178 |
| | | Manufacturing | 6175 | 6176 |
| | | Non-manufacturing | 6177 | 6178 |
| | | Manufacturing | 6175 | 6176 |
| | | Non-manufacturing | 6177 | 6178 |
| | | Manufacturing | 6175 | 6176 |
| | | Non-manufacturing | 6177 | 6178 |
| | | Manufacturing | 6175 | 6176 |
| | | Non-manufacturing | 6177 | 6178 |
| Total - all locations (add amounts and numbers reported in this section). Dollar value reported here should be the same as in question 1, page 5. | | | 6181 | 6000 |

G - Events that may have affected your Business Unit

In order to reduce the possibility of further inquiries, please check the box(es) that best describe the reasons for significant changes in your operations from previous reporting period.

- | | |
|--|---|
| 1. 9953 <input type="radio"/> New contract/loss of contract | 9958 <input type="radio"/> Strike/lockout |
| 9954 <input type="radio"/> Organizational change | 9959 <input type="radio"/> Layoffs due to automation |
| 9955 <input type="radio"/> Plant expansion/contraction | 9944 <input type="radio"/> Change in supplier(s) |
| 9945 <input type="radio"/> Change in product line | 9936 <input type="radio"/> Exchange rate impact |
| 9956 <input type="radio"/> Change in bonus payments and/or severance pay | 9960 <input type="radio"/> Change in taxes/tariffs |
| 9957 <input type="radio"/> Contracting out | 9947 <input type="radio"/> Price changes, labour or raw materials (input) |
| 9961 <input type="radio"/> Reduced activity due to weather, natural disaster or fire | 9946 <input type="radio"/> Price changes, goods or services sold (output) |

2. Please elaborate on the above or provide any other explanations that may be essential in understanding your reported data:

9962

9963

9964

H - Comments

1. How long did you spend collecting the data and completing this questionnaire? (e.g., 1 hour 30 minutes)

9910

9909

_____ hour(s) _____ minutes

2. We invite your comments below. If necessary, please attach a separate page. Please be assured that we review all comments with the intent of improving the survey.

- | | |
|--|--|
| <ul style="list-style-type: none"> questionnaire content new questions of interest to your industry questionnaire language use of business terminology clarity of questions (e.g., definitions, examples of inclusions and exclusions, code sheets, instruction sheets, reporting guides) | <ul style="list-style-type: none"> 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 |
|--|--|

99201

99202

99203

99204

99205

Lost the return envelope?

Please telephone 1 888 881-3666 OR fax the questionnaire back to us at 1 888 883-7999

OR

mail your questionnaire to Statistics Canada, Operations and Integration Division,
120 Parkdale Ave., Ottawa, Ontario K1A 0T6

Thank you for your co-operation

Statistics Canada's publications are available for use in Statistics Canada's regional offices and all major libraries. As well, please visit our Web site at www.statcan.ca