



Correct mailing address, if required



**Information for Respondents**

**SURVEY OBJECTIVE**

The aim of this survey is to measure film, video and audio-visual production in Canada during 1999. In order to minimize the number of forms sent to you, this questionnaire incorporates the information requirements of two divisions within Statistics Canada. The information from the survey is used by businesses for market analysis, by trade associations to study performance and other characteristics of their industries, by government to develop national and regional economic policies, and by other users involved in research or policy making. Survey results will be published in Statistics Canada publications (Catalogue numbers 63-233-XPB, 87-004 and 87-211-XPB).

**AUTHORITY**

This survey is conducted under the authority of the *Statistics Canada Act*, Revised Statutes of Canada, 1985, Chapter S19.

**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 without the previous written consent of that business. **The data reported on this questionnaire will be treated in confidence; they will be used for statistical purposes and will be 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.

**DATA SHARING AGREEMENTS**

In order to reduce response burden and ensure uniform statistics, Statistics Canada has entered into an agreement under section 11 of the *Statistics Act* with Statistique Québec and the Manitoba Bureau of Statistics for sharing of information. For establishments and/or business locations operated in Québec and Manitoba, the agreement authorizes Statistics Canada to forward a record of the data collected in this survey to Statistique Québec or to the Manitoba Bureau of Statistics, respectively. In these two provinces, the laws regarding statistics include the same provisions for confidentiality and penalties for disclosure of information as the federal statistics act.

**INSTRUCTIONS**

The report should not include the revenues of your subsidiaries or foreign branches, but should include your portion of the revenues and expenses of unincorporated joint ventures in which you are involved. If this questionnaire must be mailed elsewhere for completion, please update the mailing label, complete the Certification in Question 15 and return the questionnaire immediately using the enclosed postage-paid envelope. When exact information is not readily available from your records, please provide your best estimates. Please report all amounts in **Canadian dollars**.

If you have further questions, please address all inquiries to your nearest Statistics Canada Regional Office. Always quote the 6 digits of the ID number appearing on the address label.

**DUPLICATE QUESTIONNAIRES**

If you should receive more than one questionnaire for the same establishment, please complete the one which is correctly labelled, write "DUPLICATE" on the extra forms, and return to Statistics Canada using the enclosed postage-paid envelope.

**RETURN DATE**

Please return this questionnaire within 21 days of receipt. If you are unable to do so, kindly inform us of the expected completion date.

**A. REPORTING PERIOD**

This questionnaire covers the **calendar year ending December 31, 1999**. Please report the number of months for which you are reporting, and the end of the year. If you cannot provide calendar year data, report for your business year ending between April 1, 1999 and March 31, 2000.

1. (a) This report covers:

010		Months, ending	011			
	Number			Day	Month	Year

(b) If you did not operate this business for a full year, please complete the report for the portion of the year you were in business and check (✓) the reason for your part-year report.

**012** 1  Change of ownership ▶ Please give the name and address of the other owner.  
 Name and mailing address \_\_\_\_\_  
 \_\_\_\_\_  
 2  New business in 1999  
 3  Ceased operations due to bankruptcy, fire, demolition, etc. (Please specify) \_\_\_\_\_

**B. ELIGIBILITY TO REPORT**

This survey covers all businesses **primarily engaged in film, video or audio-visual production during the reporting period. It excludes businesses engaged only in freelance work and/or post-production services** (such as editing, lighting, writing) and/or receiving revenue ONLY from investments in other establishments' productions. To assist us in properly classifying your firm, please answer the following questions:

2. During the reporting period, did this establishment:

(a) Receive revenue from current or previous years' film, video or other audio-visual productions produced by this establishment? (Revenue refers to: outright sales and licence fees; sponsors' fees; remittances from a distributor (after his/her expenses); grants and subsidies.)

021 1  Yes 3  No

(b) Start or partially complete any film, video or other audio-visual production?

022 1  Yes 3  No

(c) Complete any film, video or other audio-visual production? (A complete production is one for which an answer print or videotape master exists.)

023 1  Yes 3  No

(d) Receive rental revenue from its production facilities? (Production facilities include equipment and personnel.)

024 1  Yes 3  No

If you answered "No" to each of (a), (b), (c) and (d), please describe briefly the nature of your business activity:

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

then sign the Certification in Question 15 and return the questionnaire immediately using the postage-paid envelope provided for your convenience.

If you answered "Yes" to any of (a), (b), (c) or (d), please complete the questionnaire and return it within 21 days of receipt using the postage-paid envelope.

**C. BUSINESS PROFILE**

3. (a) Please indicate the legal status of your firm. (Check (✓) one box only).

- 030 1  Unincorporated organization - Sole proprietorship 5  For-profit co-operative  
 2  Unincorporated organization - Partnership 6  Non-profit co-operative  
 3  Incorporated organization 7  Other (please specify) \_\_\_\_\_  
 4  Government board, agency, crown corporation or department

(b) Was this establishment involved in any official international co-productions/domestic joint ventures/international co-ventures during this reporting period?

031 1  Yes 3  No

If yes, please name the other companies involved \_\_\_\_\_

NOTE: When completing Question 5 to Question 14, report only your organization's portion of the employment, revenue and expenses associated with the co-production(s).

4. Please indicate the country in which the ultimate controlling interest of your establishment is held. (Check (✓) one box only.)

NOTE: **Controlling interest** is the ability or potential ability of an individual, a group of individuals or a company to determine the operating and financial policies of the reporting organization including the ability to select the majority of the reporting organization's directors.

**Ultimate control** is determined by tracing ownership links to the final parent company. In a situation where the first parent company is in fact controlled by another company which may reside in a different country, control is assigned to the country of the last or final parent.

- 035 1  Canada 5  Other (e.g. countries not listed above or 50/50 control between two countries) (please specify) \_\_\_\_\_  
 2  United States

5. Please indicate the average annual number of employee. (For average annual employment, add the number of employees for each month and divide by 12 or if the employment is stable, report the usual number of employees)

Number of employees	
Total	
Full-time paid employees . . . . .	202
Part-time paid employees . . . . .	203
Freelancers . . . . .	201
Working proprietors (unincorporated firms only) . . . . .	200

NOTE: **Full** and **part-time employees** are any persons drawing pay for service rendered, or for paid absence and for whom you, as an employer, are required to complete a Revenue Canada T-4 Supplementary Form. **Include** executives of incorporated companies but **exclude** working proprietors of unincorporated firms.

**Freelancers** include any **person** for whom the employer is required to complete a **Revenue Canada T-4A** Supplementary form. Freelancers include talent and technical workers (e.g., actors, writers, camera operators). **However, employees of companies which perform contract work are not considered freelancers.**

**D. FINANCIAL AND SALES INFORMATION (declare all figures in Canadian dollars)**

Please complete the following income statement for the reporting period. Report negative amounts in brackets.

**6. Revenue:**

Exclude investment advances and bank loans used to finance productions, monies raised through the sale of stock and shares, and guarantees.

**Definitions:**

**Revenue** is defined as the gross proceeds of the sale of goods and services, gains from the sale or exchange of assets, interest and dividends earned from investments and other realized increases in owner's equity in a business **except** those arising as a result of capital contributions.

**Operating revenue** (of which 'production revenue' is the most important part for the film production industry) results from the gross proceeds of the sale of goods and services, as well as from gains from the sale or exchange of assets (films could be considered as either goods or assets; while services could be production or post-production services).

These **operating revenues** should be reported in Section D, Question 6 (a) through (f). All **other revenue** is **non-operating revenue** for the purposes of this survey and should be reported in Question 6 (g) to 6 (i).

**Contributions of capital (equity)**, which are supplied by investors in return for an ownership stake in the film produced (and for which the contributor expects a return on investment from the recipient when the film realizes a profit) are not considered to be revenue for this survey although it is recognized that such contributions are an important source of production financing, without which films could not be produced. **Equity should not be reported** in either Sections 6 or 8.

**Operating revenue** (report grants and subsidies in box 342)

- (a) Total production revenue (include production revenue received from private and public sector clients for current and previous years' productions; also include outright sales and rentals; contracts; sponsors' payments and remittances from distributors after their expenses) .....
- (b) Rental of production facilities (including equipment and personnel) .....
- (c) Laboratory, post-production services and services incidental to the production process (include film/video transfers, duplication, printing, processing, editing, special effects, animated sequences, titles, dubbing, etc.) .....
- (d) Distribution of **other producers'** film/video/audio-visual products .....
- (e) Other operating revenue (*please specify*) .....

Canadian \$ (omit cents)
331
333
335
336
338
340
342
343
344
345

(f) **Total operating revenue** (sum of boxes 331, 333, 335, 336 and 338) .....

**Non-operating revenue**

- (g) Non-repayable financial aid recognized as revenue for this financial year (e.g. grants, subsidies; **exclude** equity investments and loans from government agencies and private sources (*please specify type of aid*)) .....
- (h) Dividends .....
- (i) Other (e.g. interest); **exclude** equity investment and loans (*please specify*) .....
- (j) **Total revenue** (sum of boxes 340, 342, 343 and 344) .....

**7. Expenses**

**Definitions:**

**Salaries and wages** include commissions, bonuses, vacation pay and salaries of working executives of incorporated companies. Excluded are employee benefits, withdrawals by working proprietors of unincorporated firms and fees to contract workers.

**Employee benefits** include employers' contributions to pension, medical and unemployment insurance plans and workers' compensation plans.

**Freelancers' fees** include fees paid to any person for whom the employer is required to complete a **Revenue Canada T-4A Supplementary Form**. Freelancers include talent and technical workers (e.g., actors, writers, camera operators, etc.) **However,**

**employees of companies which perform contract work are not considered freelancers.** Fees paid to companies for sub-contract work should be reported in Box 358, "All other operating expenses".

**All other operating expenses** include development, pre-production, production, post-production and laboratory service expenses not already declared with salaries, employee benefits and freelancers' fees. Also include operating expenses such as occupancy costs (heat, light, rent, insurance, property taxes, etc.); administrative costs (legal and accounting costs, management or consulting fees, office supplies, association dues, travel and entertainment); marketing and other miscellaneous operating expenses (e.g. rental or leasing of machinery and equipment).

**Operating expenses**

- (a) Salaries and wages (excluding employee benefits) .....
- (b) Employee benefits .....
- (c) Freelancers' fees (see Definitions above) .....
- (d) Depreciation and amortization .....
- (e) Interest expenses (bank loans, real estate mortgages, accounts payable) .....
- (f) All other operating expenses (include fees paid to companies for contract work) .....
- (g) **Total operating expenses** (sum of boxes 351, 352, 353, 354, 355 and 358) .....

Canadian \$ (omit cents)
351
352
353
354
355
358
360

h) Please estimate the percentage of your total expenses (box 360 above) incurred in:

Canada	691	%
the United States	692	%
all other countries	693	%

### INTERNATIONAL TRANSACTIONS

**Royalties and licence fees** are receipts or payments in the form of distribution or sub-distribution right fees, royalties and licence fees for the use of creative works and images to which film and video ownership rights apply.

**Cultural services** are services unique to film and video production activities. These services are integral to and /or directly supportive of the production of film and video. They may include editing services, post-production and laboratory services such as film processing and printing, video duplication, subtitling, dubbing, and any other services directly associated with the production of film and video works.

**Advertising** covers the design, creation and marketing of advertisements by advertising agencies; placing advertisements in newspapers, journals, radio, TV and other media, including the purchase and sale of advertising space; participation in trade fairs and other promotional outlays, including posters, promotional artworks for video packages, telemarketing or delivery of advertising materials.

**Other** includes equipment rentals; computer, management, accounting, insurance services, and other film production services not elsewhere specified.

### 8. Receipts from non-residents (Canadian \$)

Please report the following film and video production revenues received from foreign sources. Please report **all external service transactions** (net of taxes) including those financed by government in Canada (for example, by Telefilm Canada) or by other sources in Canada. Do not include merchandise exports, freight and shipping transactions, travel, interest or profit/loss.

Foreign source	Royalties and licence fees	Outright sale of rights	Cultural services	Advertising	Other	Total
	Revenue \$ (omit cents)	Revenue \$ (omit cents)	Revenue \$ (omit cents)	Revenue \$ (omit cents)	Revenue \$ (omit cents)	Total Revenue \$ (omit cents)
United States	500	510	520	530	540	550
United Kingdom	501	511	521	531	541	551
France	502	512	522	532	542	552
Germany	503	513	523	533	543	553
All other countries (please specify) _____	508	518	528	538	548	558
<b>Total</b>	<b>509</b>	<b>519</b>	<b>529</b>	<b>539</b>	<b>549</b>	<b>559</b>

**9. Clients**

Please estimate the amount of total **production revenue** (Box 331, Question 6) that is derived **directly** from the following domestic and foreign clients:

- (a) Distributors:
  - (i) for placing theatrical feature films .....
  - (ii) Conventional/pay television .....
  - (iii) Home video.....
  - (iv) Film societies and private screenings.....
  - (v) Other (please describe) \_\_\_\_\_
- (b) Specialty pay television and specialty services (discretionary) .....
- (c) Conventional television (including CBC) .....
- (d) Advertising agencies.....
- (e) Educational institutions.....
- (f) Government boards, agencies, crown corporations or departments .....
- (g) Industry (e.g. corporate videos for private sector, etc.) .....
- (h) Other production companies and/or executive producers (specify type of production)
  - Regular/pay television .....
  - Theatrical feature films .....
  - Other types (please describe) \_\_\_\_\_
- (i) Other (please specify) \_\_\_\_\_
- (j) **Total** (box 420 should equal Box 331) .....

Production revenue	
Total (domestic and foreign clients)	Foreign clients
Canadian \$ (omit cents)	
400	430
410	440
411	441
412	442
413	443
402	432
403	433
404	434
405	435
406	436
407	437
415	445
416	446
417	447
418	448
420	450

**E. PRODUCTION ACTIVITIES**

Please report the original productions completed during the reporting period. (A complete production is one for which an answer print or video-tape master exists.) In the case of official international co-productions/domestic joint ventures/international co-ventures involving 2 or more Canadian production companies, only the major Canadian producer should report.

**N.B. Please note that the primary intended market should be used to classify each production.**

**INSTRUCTIONS**

- Report each production only once. Do not include copies.
- Count as one production: sets of slides and transparencies or multi-media kits.
- Do not include versions of originals (e.g., adaptations, updating, language or size versions of original productions such as a feature film re-edited as a mini-series or vice-versa).
- Do not include productions completed by other producers using your facilities or production/post-production services.
- Please complete the Certification on page 9 after all production activity is reported.

**Theatrical Feature Films**

10. Have you completed any theatrical feature films during the reporting period? (A complete production is one for which an answer print master exists.)

- 700 1  Yes ► Go to the Theatrical Features section of Question 13 and to Question 14 a).
- 3  No ► Go to Question 11.

**Television Productions**

11. Have you completed any television productions, (excluding commercials and inserts) during the reporting period?

- 702 1  Yes ► Go to the Television Productions section of Question 13 and to Question 14 b).
- 3  No ► Go to Question 12.

**Other Types of Productions**

12. Have you completed any other types of productions, other than theatrical features or television productions, during the reporting period?

- 704 1  Yes ► Go to the Other Productions section of Question 13.
- 3  No ► Go to Question 15.

**13. Productions**

If filling out the table below, please count each production only once. If enough spaces have not been provided for Question 13, please report answers on an additional sheet.

Type of Title	Number of Episodes	Running Time (see categories 1-6 below)	Production and Development Budget		Language 1 = French 3 = English 5 = Other	Category of programming (see categories 1-12 below)	Was this production CAVCO certified? Yes/No	CAVCO Number (if applicable)	Have you received Provincial Tax Credits for this production? Yes/No	Provincial File Number* (if applicable)	Province providing tax credits (if applicable)
			Canadian Financing (\$Cdn)	Foreign Financing (\$Cdn)							
<b>Theatrical Features</b>											
Title 1	800a		803a	804a	805a		807a	808a	809a	810a	811a
Title 2	800b		803b	804b	805b		807b	808b	809b	810b	811b
Title 3	800c		803c	804c	805c		807c	808c	809c	810c	811c
Title 4	800d		803d	804d	805d		807d	808d	809d	810d	811d
<b>Television Productions</b>											
Title 1	801e	802e	803e	804e	805e	806e	807e	808e	809e	810e	811e
Title 2	801f	802f	803f	804f	805f	806f	807f	808f	809f	810f	811f
Title 3	801g	802g	803g	804g	805g	806g	807g	808g	809g	810g	811g
Title 4	801h	802h	803h	804h	805h	806h	807h	808h	809h	810h	811h
Title 5	801i	802i	803i	804i	805i	806i	807i	808i	809i	810i	811i
Title 6	801j	802j	803j	804j	805j	806j	807j	808j	809j	810j	811j
Title 7	801k	802k	803k	804k	805k	806k	807k	808k	809k	810k	811k
Title 8	801l	802l	803l	804l	805l	806l	807l	808l	809l	810l	811l

13. Productions

Other Productions	Number of Productions	Number of Productions-English	Number of Productions-French	Number of Productions-Other language	Production and Development Budget	
					Canadian Financing (\$Cdn)	Foreign Financing (\$Cdn)
TV Commercials	900a	901a	902a	903a	904a	905a
Music Videos	900b	901b	902b	903b	904b	905b
Corporate Videos	900c	901c	902c	903c	904c	905c
Educational Videos	900d	901d	902d	903d	904d	905d
Other	900e	901e	902e	903e	904e	905e

**Category of programming**

*If a program qualifies under more than one category, please choose the category that appears first in this list.*

1. **Made for television movie:** feature film length program made specially for viewing on television.
2. **Animated Childrens':** any program using predominantly drawings, claymation or computer graphics and aimed at children.
3. **Live Action Childrens':** any program featuring predominantly live actors and aimed at children.
4. **Dramatic Series:** television programs that relate a fictional story or one inspired by real incidents or persons by means of dialogue and action.
5. **Animated (not childrens'):** any program using predominantly drawings, claymation or computer graphics but not aimed at children.
6. **Comedy:** programs that deal with the light or amusing or with the serious and profound in a light, familiar or satirical manner.
7. **Entertainment:** programming primarily designed to entertain.
8. **Religion:** programs dealing with religion and religious teachings and discussions of the human spiritual condition.
9. **Sports:** programs including live or live-on-tape sports event coverage, scripted sports and program reviewing and analysing sport.
10. **Instruction:** program designed to inform about specific activities or areas of study.
11. **Information/Documentary:** program primarily designed to inform or educate.
12. **New Media:** productions combining video, audio, graphics and alphanumeric text.

**Running Time**

1. Under 1/2 hour
2. 1/2 hour
3. 1 hour
4. Other 30-74 minutes
5. Movie
6. Other

\* if tax credits were received from more than 1 province, report the province from which the largest credit was received.

**14a. Theatrical Features**

Please provide the following summary budget information for all theatrical feature films completed during the reporting period.

**Note:** It is no longer required to provide separate information for individual productions.

**PRODUCTION AND DEVELOPMENT BUDGET**

(Canadian dollars, omit cents)

**Financing**

Telefilm Canada/CTCPF\* equity program .....

Canadian Film and Video Tax Credit .....

Other federal organizations .....

Provincial governments: Ontario .....

    Québec .....

Other provinces (*specify*) \_\_\_\_\_

Other public agency (*specify*) \_\_\_\_\_

CTCPF\* Licence Fee Program .....

Distributors .....

Broadcasters .....

Production companies (include deferred payments) .....

Other private investors (include sponsors) .....

Other (*specify*) \_\_\_\_\_

Canadian Financing (\$Cdn)		* Canadian Television and Cable Production Fund
475a		
476a		
730a		
731a		
732a		
733a		
751a	752a	
741a		
734a	744a	
735a	745a	
736a	746a	
737a	747a	
738a	748a	
750a		

**Foreign Financing (\$Cdn)**

**TOTAL** (sum of all **Financing** boxes) .....

**14b. Television Productions**

Please provide the following summary budget information for all television productions completed during the reporting period.

**Note:** It is no longer required to provide separate information for individual productions.

**PRODUCTION AND DEVELOPMENT BUDGET**

(Canadian dollars, omit cents)

**Financing**

Telefilm Canada/CTCPF\* equity program .....

Canadian Film and Video Tax Credit .....

Other federal organizations .....

Provincial governments: Ontario .....

    Québec .....

Other provinces (*specify*) \_\_\_\_\_

Other public agency (*specify*) \_\_\_\_\_

CTCPF\* Licence Fee Program .....

Distributors .....

Broadcasters .....

Production companies (include deferred payments) .....

Other private investors (include sponsors) .....

Other (*specify*) \_\_\_\_\_

Canadian Financing (\$Cdn)		* Canadian Television and Cable Production Fund
475b		
476b		
730b		
731b		
732b		
733b		
751b	752b	
741b		
734b	744b	
735b	745b	
736b	746b	
737b	747b	
738b	748b	
750b		

**Foreign Financing (\$Cdn)**

**TOTAL** (sum of all **Financing** boxes) .....



**E. CERTIFICATION**

15. (a) I certify that the information in this report is correct and complete to the best of my knowledge.

Signature					Date						
Name of person completing this report <i>(please print)</i>											
Title											
Business address <i>(if different from label)</i>											
Postal code			Telephone no. Area code			Ext.			Fax no.		
<input style="width: 100%; height: 15px;" type="text" value="601"/>			<input style="width: 100%; height: 15px;" type="text" value="600"/>			<input style="width: 100%; height: 15px;" type="text" value=""/>			<input style="width: 100%; height: 15px;" type="text" value=""/>		
E-mail address						Internet site address (URL)					
<input style="width: 100%; height: 15px;" type="text" value="452"/>						<input style="width: 100%; height: 15px;" type="text" value="454"/>					

(b) Please enter below the appropriate number(s) so that Statistics Canada may have access to data supplied by you to Revenue Canada as permitted by the *Statistics Act*. The confidentiality clause applies as well to any information thus obtained.

**Incorporated Business**

Please report your GST Registered Account Number (BN no.). If this number is not available, please enter the Corporation Account Number for your company. If unknown, you may obtain this number from your latest Assessment Notice (T456) or from your Revenue Canada Taxation Remittance Form (T9RC) if applicable.

GST Number (BN no.)	Corporate Account Number (T2#)
<input style="width: 80%; height: 15px;" type="text" value="106"/>	<input style="width: 80%; height: 15px;" type="text" value="103"/>

**Unincorporated Business**

If this is an individual proprietorship, please enter the proprietor's Social Insurance Number. If this is a partnership, please enter the Social Insurance Number of each partner.

**Note:** The reporting of Social Insurance Number(s) is voluntary for this purpose.

<input style="width: 80%; height: 15px;" type="text" value="104"/>	<input style="width: 80%; height: 15px;" type="text" value="105"/>
<input style="width: 40%; height: 15px;" type="text" value="803"/>	<b>For office use only</b>

(c) How long did you take to collect the data and complete this questionnaire?

<input style="width: 95%; height: 15px;" type="text" value="801"/>	Hours
--	-------

(d) **Comments.** If more space is required, please use a separate sheet.

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

**THANK YOU FOR YOUR COOPERATION**