



Unified Enterprise Survey - Annual

# 2000 Annual Wholesale Trade Survey

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 appeler sans frais au numéro de téléphone 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 booklet entitled "Statistics Canada Business Surveys".

### 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. The questionnaire(s) can also be faxed back to Statistics Canada at **1 888 883-7999**. Thank you.

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

Name of the primary person completing this questionnaire:		0013											
0026		0054											
<input type="radio"/> Mr. <input type="radio"/> Mrs. <input type="radio"/> Miss <input type="radio"/> Ms.													
Title:	E-mail address:	Web site address:											
0014	0018	0020											
Telephone number:	Extension:	Fax number:	Date completed:										
0017 ( )	0027	0016 ( )	YYYY	MM	DD								
Signature:		0015											
I certify that the information contained herein is complete and correct to the best of my knowledge.													

## Coverage

Please report for your Canadian wholesale operations (see insert for list of operations to be included).

## Business Unit

A business unit is the smallest separate operating part of a business that can report inputs such as material and supplies; energy; goods purchased for resale; whichever purchased services are available at this level; employee earnings; and employment. In addition, it can report outputs such as sales, shipments or revenue, whichever is appropriate, broken down by goods and services. For a wholesaler, or reseller, this would be typically a distribution centre.

A business unit is ordinarily located at one physical location, but in some cases, in order to facilitate reporting of information, a business unit can include operations at more than one location.

## Reporting Instructions

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

1. Please report all dollar amounts in CANADIAN DOLLARS (\$ CDN).
2. All dollar amounts reported should be rounded to the nearest whole dollar (e.g., \$55,417.40 should be reported as \$55,417).
3. All percentages reported should be rounded to the nearest whole percent (e.g., 37.3% to 37%, 75.8% to 76%).
4. Please include all electronic commerce transactions.
5. Please write clearly in ink.
6. 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*.

## Reporting Period Information

### Reporting Period

Please report information for your **most recent available 12-month fiscal period** ending between January 1, 2000 and March 31, 2001. Please indicate below the period covered by this questionnaire.

1. From <sup>0011</sup>

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 To <sup>0012</sup>

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2. Do the dates reported above represent a change in your fiscal year?

<sup>0059</sup>  Yes  No

3. Were any of the operating units of this business unit temporarily or seasonally inactive during the reporting period?

<sup>0061</sup>  Yes  No

4. Has this business unit acquired/purchased any operating units during the reporting period?

<sup>0064</sup>  Yes  No

5. Has this business unit disposed of/sold any operating units during the reporting period?

<sup>0066</sup>  Yes  No

## 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 kept confidential and used for statistical purposes only. **Your responses are not shared with Canada Customs and Revenue Agency (formerly Revenue Canada).** More details on data-sharing are included in this package.

## Main Business Activity

Please check the **main** activity, at this business unit, which most accurately describes the **principal** source of operating revenue.

Please check **one** only.

1. <sup>0831</sup>  **Wholesale Merchant**

Wholesale merchants are engaged in the buying and selling of goods on their own account (i.e., take title to the goods). In addition, they may provide, or arrange for the provision of, logistics, marketing and support services, including packaging and labelling, breaking bulk, inventory management, shipping, in-store or co-op promotions, handling of warranty claims and product training.

Wholesale merchants are known by a variety of trade designations depending on their relationship with suppliers or customers, or the distribution method they employ. Examples include wholesalers, wholesale distributors, drop shippers, rack-jobbers, import-export merchants, buying groups, dealer-owned co-operatives and banner wholesalers.

2. <sup>0832</sup>  **Wholesale Agent or Broker**

Wholesale agents and brokers are engaged in the buying and/or selling, on a commission or fee basis, goods owned by others.

Wholesale agents and brokers are known by a variety of trade designations including import-export agents, wholesale commission agents, wholesale brokers, and manufacturer's representatives and agents.

3. <sup>0040</sup>  **None of the above**

**Note:**

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

4. **Principal Lines of Merchandise and Services**

Please list the principal lines of merchandise and services sold by this business unit and indicate the estimated percentage of operating revenue associated with each one. This information will be used solely to confirm your industrial classification.

	%
4.a. (please specify): <sup>0833</sup>	0834
4.b. (please specify): <sup>0835</sup>	0836
4.c. (please specify): <sup>0837</sup>	0838
4.d. All other lines of merchandise and services	0839
<b>Total</b>	<b>100%</b>

## B - Revenue

**Please include:** • all revenue (including revenue from electronic commerce) within or outside Canada, recorded by this business unit.

**Please exclude:** • federal or provincial **sales taxes** collected for remittance to a government agency.

	\$ CDN
<b>1. Total operating revenue</b> Sum of sales of all goods purchased for resale ( <b>include</b> sales of all goods purchased from outside this business unit; please report gross sales of new and used goods <b>less</b> returns and discounts, <b>do not</b> deduct the value of trade-ins), commission revenue, sales of goods produced, repair and maintenance revenue, rental and leasing revenue or any other operating revenue.	2080
	\$ CDN
	2098
<b>2. Total revenue</b> (total operating revenue plus interest income and dividends)	

## C - 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 at any warehouse, selling outlet, in transit, or out on consignment).

**Please exclude:** • inventory held on consignment for others.

### Inventories of Goods Purchased for Resale

	Value of <b>opening</b> inventory \$ CDN	Value of <b>closing</b> inventory \$ CDN
1. Goods purchased for resale	5560	5565

### Inventories of the Manufacturing Activity at this Wholesaling Business Unit

	Value of <b>opening</b> inventory \$ CDN	Value of <b>closing</b> inventory \$ CDN
2. Raw materials	5520	5525
3. Goods in process	5510	5515
4. Finished products	5500	5505

### Total Inventories

	Value of <b>opening</b> inventory \$ CDN	Value of <b>closing</b> inventory \$ CDN
5. Total inventories (add amounts reported at questions 1 to 4 above)	5550	5555

## D - Purchases of Goods for Resale

1. Purchases of **new and used** goods for resale, including parts used in generating repair and maintenance revenue. **Include** all goods purchased from outside this business unit, including goods purchased via electronic commerce.

4019

\$ CDN

**Include** freight-in and the value of goods taken in trade, less returns and discounts.

## E - Cost of Goods Sold: Goods Purchased for Resale only

1. Value of **opening** inventory (reported in **Section C - Inventories**, at question 1, at cell 5560) **plus** purchases of goods for resale (reported in **Section D - Purchases of Goods for Resale**, at question 1, at cell 4019) **minus** the value of **closing** inventory (reported in **Section C - Inventories**, at question 1, at cell 5565).

5720

\$ CDN

## F - Expenses

**Please include:** • all expenses (including expenses for electronic commerce) within or outside Canada recorded by this business unit.

**Please exclude:** • purchases of goods for resale, income tax and the portion of federal or provincial sales taxes refunded by government.

4698

\$ CDN

1. **Total expenses:** sum of **Total operating expenses** plus **Interest expenses**

### Total operating expenses include:

- employee wages and salaries;
- employer portion of employee benefits;
- purchased energy and water expenses;
- materials, components and supply expenses;
- purchased service expenses (e.g., goods transportation, warehousing and storage expenses, telephone and other telecommunication expenses, rental and leasing expenses, insurance premiums, travel expenses, property and business taxes, licences and permits expenses);
- depreciation and amortization;
- other operating expenses.

### Interest expenses include:

- interest expenses on capital lease obligations plus all other miscellaneous interest expenses such as interest on loans and the interest portion of mortgage payments.

## G - Distribution of Operating Revenue by Type of Customer

Data on your revenue by type of customer will be used to improve information on the origins of demand for goods and services. We recognize that this may be a difficult question to answer, and welcome your suggestions on how to improve it in the **Comments** Section at the end of the questionnaire.

Please indicate the percentage of "Total operating revenue" (reported in **Section B - Revenue**, at question 1, "Total operating revenue") by type of customer.

	%
<b>Customers in Canada:</b>	8100
1. Individuals and households	8120
2. Public Institutions (e.g., hospitals, schools, universities)	8130
3. Government (e.g., federal, provincial, territorial and municipal administration)	8112
4. Financial Businesses (e.g., financial intermediaries including banks, trust companies, financial crown corporations)	8116
5. Retail Businesses	8117
6. Wholesale Businesses	8163
7. Manufacturers	8169
8. Farmers, for farm operations	8115
9. All other businesses (including non-financial crown corporations, construction contractors)	8140
Please specify:	
8172	
8173	
8174	
10. Customers outside Canada	8140
<b>Total</b>	<b>100%</b>

Name of **person** reporting **Type of Customer information** (if different from name on page 1)

8190

First Name Last Name

Telephone number 8192  
(include area code)

## H - Distribution of Operating Revenue by Customer Location

Data on your revenue by customer location will be used to improve information on the movement of goods and services between provinces and to other countries. We recognize that this may be a difficult question to answer, and welcome your suggestions on how to improve it in the **Comments** Section at the end of the questionnaire.

Please indicate the percentage of "Total operating revenue" (reported in **Section B - Revenue**, at question 1, "Total operating revenue") by the location of the customer to whom the goods or services were delivered.

<b>Customers in Canada</b>	<b>%</b>
1. Newfoundland	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 (excluding Nunavut)	8451
13. Nunavut	8452
<b>Customers outside Canada</b>	8465
14. United States	8470
15. Mexico	8473
16. Other countries relevant to this business unit (please specify country or countries):  8474	8476
17. All other countries	8476
<b>Total</b>	<b>100%</b>

## I - Supplier Locations

Data on your supplier locations will be used to improve information on the movement of goods and services between provinces and to other countries. We recognize that this may be a difficult question to answer, and welcome your suggestions on how to improve it in the **Comments** Section at the end of the questionnaire.

Please indicate the percentage of the total value of goods you have bought or sold (i.e., value of goods purchased for resale plus the value of goods shipped upon which commissions were earned), by the location of the suppliers.

<b>Suppliers in Canada</b>		<b>%</b>
1. Newfoundland		8800
2. Prince Edward Island		8815
3. Nova Scotia		8805
4. New Brunswick		8810
5. Quebec		8820
6. Ontario		8825
7. Manitoba		8830
8. Saskatchewan		8835
9. Alberta		8840
10. British Columbia		8845
11. Yukon		8855
12. Northwest Territories (excluding Nunavut)		8851
13. Nunavut		8852
<b>Suppliers outside Canada</b>		8865
14. United States		8870
15. Mexico		8873
16. Other countries relevant to this business unit (please specify country or countries):	8874	8876
17. All other countries		8876
<b>Total</b>		<b>100%</b>



## J - 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 K - 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                               |

9950  Other (please specify):  (e.g., Internet)

## K - 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.

- |  |  |
|--|--|
| <ul style="list-style-type: none"> <li>• questionnaire content</li> <li>• new questions of interest to your industry</li> <li>• questionnaire language</li> <li>• use of business terminology</li> <li>• clarity of questions (e.g., definitions, examples of inclusions and exclusions, code sheets, instruction sheets, reporting guides)</li> </ul> | <ul style="list-style-type: none"> <li>• order and flow of questions</li> <li>• timing of receipt of questionnaire and the period given for response</li> <li>• other sources of data to further reduce response burden</li> <li>• potential for electronic data reporting</li> <li>• general (non-proprietary) business software packages in use</li> </ul> |
|--|--|

9920

**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**

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As well, please visit our Web site at [www.statcan.ca](http://www.statcan.ca)