



# 2005 Survey of Service Industries: Repair and Maintenance Services

If necessary, please correct pre-printed information below.



0001	Legal name		0004	Address (number and street)	
0002	Business name		0005	City	
0021	Title of contact		0006	Province/ Territory or State	
0008	First name of contact		0053	Country	0007 Postal code/ Zip code
0028	Last name of contact		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 S19.*

**COMPLETION OF THIS QUESTIONNAIRE IS A LEGAL REQUIREMENT UNDER THIS ACT.**

## A - Introduction

### Survey Purpose

This survey collects the financial and operating data needed to develop national and regional economic policies and programs.

### Data-sharing Agreements

In an effort to reduce reporting burden, Statistics Canada has entered into agreements with provincial and territorial statistical agencies for the sharing of data. The data are kept confidential and used for statistical purposes only. Please see the enclosed reporting guide for details of these agreements.

### 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*.

### Reporting Instructions

- Report for **all** operation(s) and/or location(s) pre-printed in the above address area. If it is not possible to report for the above business unit(s), please explain the reason(s) in the **Comments** section at the end of the questionnaire.
- When precise values are not available from your records, estimates are acceptable.
- For further information about this survey and definitions, please consult the enclosed reporting guide.

**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, 120 Parkdale Avenue, Ottawa, Ontario K1A 0T6

## B - Main Business Activity

1. Please describe the nature of your business.

0055 \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. Please check the **one main activity** which most accurately represents your **principal** source of revenue.

- 0800  General automotive mechanical and electrical repair and maintenance
- 0801  Automotive exhaust systems repair
- 0803  Automotive body, paint and interior repair and maintenance
- 0825  Other specialized motor vehicle repair and maintenance services (e.g., brake, radiator, transmission repair shops)
- 0804  Automotive glass replacement shops
- 0805  Car washes
- 0934  All other automotive repair and maintenance services (e.g., diagnostic centres, emissions testing, tire repair, oil and lube services)
- 0807  Electronic and precision equipment repair and maintenance
- 0808  Commercial and industrial machinery and equipment repair and maintenance
- 0040  None of the above

If you checked, "None of the above", please call **1 838 831-3666** for further instructions.

## C - Reporting Period Information

1. Please report information for your **fiscal year** (normal business year) ending between April 1, 2005 and March 31, 2006. Please indicate below the period covered by this questionnaire.

From <sup>0011</sup>  <sup>YYYY</sup>  <sup>MM</sup>  <sup>DD</sup>  To <sup>0012</sup>  <sup>YYYY</sup>  <sup>MM</sup>  <sup>DD</sup>

2. If you **did not operate** this business unit for a **full year**, please check the reason(s) below:

- 0031 1  Seasonal operations    2  New business    3  Change of fiscal year    4  Change of ownership    5  Ceased operations    6  Temporarily inactive

**Please complete only the questions that are applicable to your business.**  
**When precise values are not available from your records, estimates are acceptable.**

**D - E - Not applicable**

## F - Industry Characteristics - Repair and Maintenance Services

Please provide a breakdown of your sales.

Please indicate if you are reporting in **either** Canadian dollars **or** percentages.

9973 1  \$ OR 2  %

1. Labour charged for repair and maintenance services	2041	
2. Parts and accessories used in service and repair work <b>only</b>	2042	
3. Over the counter sales of merchandise, parts and accessories	2028	
4. Other sales ( <b>include</b> revenue from towing, recycling, etc.) (please specify): <sup>2559</sup> <input type="text"/>	2558	
5. <b>Total sales</b> (sum of questions 1 to 4)	2305	

### Inventory

#### Parts and accessories

	CAN\$	
	Value of opening inventory	Value of closing inventory
6. Parts used in repair work <b>only</b>	5581	5582
7. Other over the counter merchandise	5560	5565
8. <b>Total inventories</b> (sum of questions 6 and 7)	5550	5555

## G - Personnel

1. Number of <b>non-salaried</b> partners and proprietors (if salaried, report only at question 2 below)	6321	<b>Number</b>
2. Number of paid employees (based on year-end T4 payroll summaries)	6339	
3. Percentage of paid employees who worked <b>full-time</b>	6328	<b>%</b>
4. Number of contract workers (for whom you did <b>not</b> issue a T4 such as freelancers and casual workers)	6320	<b>Number</b>
5. Number of volunteers (including unpaid interns and co-op students) during the reporting period	6014	
6. Total number of hours worked by volunteers during the reporting period	6026	<b>Number of hours</b>

## H - Sales by Type of Client

Please provide a percentage breakdown of your sales by type of client.

1. <b>Clients in Canada</b>		<b>%</b>
a) Businesses	8112	
b) Individuals and households	8100	
c) Governments and public institutions (e.g., hospitals, schools)	8233	
2. <b>Clients outside Canada</b>	8140	
<b>Total</b>		<b>100%</b>

**I - J - K - Not applicable**

**L - Certification**

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

Signature of authorized person	Title 0014	0015 Date		
		YYYY	MM	DD

Name of person to contact for further information: 0026	0013	First name
	0054	Last name

1  Mr. 2  Mrs. 3  Miss 4  Ms

E-mail address 0018	Web site address 0020
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Telephone number 0017	Extension number 0027	Fax number 0016
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How long did you spend collecting the data and completing this questionnaire?

9910	Hour(s)	9909	Minutes
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**M - Comments**

We invite your comments below. Please be assured that we review all comments with the intent to improve the survey.

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9916 \_\_\_\_\_

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

Statistics Canada's publications are available for use in all major libraries.  
As well, please visit our Web site at [www.statcan.ca](http://www.statcan.ca).  
If you need help, please contact us at **1 888 881-3666**.