

Services Division

# Annual Survey of Commercial and Industrial Machinery and Equipment Rental and Leasing, 1998

Confidential when completed

Français au verso

#### Authority

The survey is conducted under the authority of the Statistics Act, Revised Statutes of Canada, 1985, chapter S19.

In all correspondence concerning this questionnaire please quote this nine digit reference number.



Please revise name and/or address if required

Legal name (please print)

Operating (trading) name
(if different from address label or legal name)

Business address (if different from address label)

#### Please read carefully before completing the questionnaire

#### Coverage

This survey is being collected from businesses at the establishment level of organization. For this purpose, an "establishment" is defined as the lowest level of the firm for which separate records are kept for such details as revenue, expenses and employment.

"Single-establishment" firms should report data for all their activities on this report.

Other firms (generally those which are larger and more diverse) will have more complex organizational structures and record-keeping needs, and therefore may have more than one establishment. For this survey, such firms should report data for only their establishments whose principal business activity is in the commercial and industrial machinery and equipment rental and leasing industry (see Section 2 below). It may be that these establishments engage in sideline activities outside the commercial and industrial machinery and equipment rental and leasing industry; their data (e.g. revenue, expenses, employment, etc.) relating to those activities should also be reported on this form.

This report should **exclude** the revenue of your separately incorporated subsidiaries or foreign branches, but should **include** your portion of the revenue and expenses of unincorporated joint ventures in which you are involved. Please report all amounts in **Canadian dollars**.

#### Survey Objective

The survey objective is the collection and publication of data necessary for the statistical analysis of the commercial and industrial machinery and equipment rental and leasing. The information from the survey can be used by businesses and trade associations for market analysis and assessment of industry performance, operating characteristics and trends, by government to develop national and regional economic policies, by other users involved in research or policy making and by Statistics Canada for maintaining important data input to the preparation of the Canadian System of National Accounts.

#### Confidentiality

Statistics Canada is prohibited by law from publishing any statistics which would divulge information relating to any identifiable business without the previous written consent of that 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 by any other legislation.

#### Questions?

If you have any questions regarding this survey, or require assistance in completing the questionnaire, please call us collect.

Operations and Integration Division Telephone (1-800-916-9316) Fax (1-613-951-4566); Toll-free Fax (1-888-605-2493)

Please quote the nine digit reference number appearing below the arrow on the address label.

#### Duplicate Questionnaires

If you receive more than one copy of this questionnaire for the same business, please complete the one that is correctly labelled and return it with the duplicate(s), writing "DUPLICATE" on the relevant form(s).

#### Return Procedure

Please return the completed questionnaire within 30 days of receipt using the enclosed postage-paid envelope to:

Operations and Integration Division, Statistics Canada 2nd floor, Jean Talon Bldg.
Ottawa, Ontario, Canada K1A 0T6

If you are unable to do so, please inform us of the expected completion date.

For Office Use Only
Status
Code
Clerk

5-3300-4: 1998-12-16 STC/SER-425-75119



Statistics Canada Statistique Canada



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		practice		0	26																			
	b)	Please ent	er your nine	e-digit G	ST F	Regis	tered .	Accou	unt Nur	nber.		03	31	R					ĺ	]				
2.	В	usiness .	Activity																					
	a)	Please des	scribe the na	ature of	your	firm	's busi	ness	activity	in 19	98: _													
																				^				_
	b)	Is this a ch	ange from t	the prev	vious	year	?					02	22	•	⊃ Yes <b>↓</b>			) y		$\int$	\			
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3.	F	orm of C	Organizat	ion					<	$\sqrt{}$		<del>)</del>												
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	h)	Is this husi	ness a joint	t ventur	2	$\langle \langle \langle \rangle \rangle$		$\langle \rangle$																
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		030 1 (	2 Yes (ple	ease pro	ovide	nam	e)																	
		2 (	2 NO																					
4.	R	eporting	Period											no.	of mor	nths					endi	ng		
	Ple	ease report	for the cale	endar ye	ear 19	998 (	or for y	our n	nost	Th	is repo	ort .	_	٦ Ē			_		D	)	М		Υ	
	160	ent nscar y	ear ending i	no later	ulali	iviai	on on,	1333	•		vers	<b>•</b>	229					231						
	Pe	riod of C	Operation	<b>1</b> If you	ı did ı	not o	perate	this b	ousines	ss for a	a full y	ear, ple	ease o	check	( <b>√</b> ) t	the re	asor	n belo	w:					
	23	35 1 (	Seasonal o	nneratio	n					5 (	) Ce	eased o	perat	ion <i>(pl</i>	ease s	specif	v)							
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														of cha			<b>-</b> [	236	Ш					

		e report for your 1998 fiscal year, as e <i>venue</i>	reported in Se		perating Expenses	
-	Ple	ease exclude GST and all other taxes collected b	у		Do not include capital expenditures.	
	yo	u for remittance to a government agency.	Dollars		Please include GST except the portion which	is refundable
	2)	Revenue from Rental and/or Operating	(omit cents)		by government. If you prefer, your may attach a copy of	vour income
	a)	Lease Agreements	100		statement and proceed to Section 7.	Dollars
		Report gross revenue generated from the rental and/or leasing of: industrial machinery				(omit cents)
		and equipment; audio-visual equipment; office		a)	Cost of goods sold (purchases plus opening	159
		furniture and machinery; truck, automobile and trailer rentals; and any household items.			inventory minus closing inventory). Please exclude purchases for use in the business	
		<b>Exclude</b> revenue from rental of real estate (see <i>(g)</i> below).			and for rental purposes (see item (s) below)	
			101			160
	b)	Revenue from Capital Leases (i.e., leases that transfer the benefits/risks of ownership to		b)	Salaries and wages paid to employees for whom you issued a T4 supplementary form;	
		the lessee; include interest and principal)			include vacation pay, bonuses and commissions	
	c)	Repair Revenue	102			161
		Include all revenue earned (labour charges) from repairs but exclude the charges for		c)	Employee benefits paid for all employees for whom you issued a T4 supplementary form;	
		materials and parts used in these repairs and report them in (d) as Sales of Merchandise			include employer's contributions to pension, medical/life, employment insurance and	
			103		workers' compensation plans	
	d)	Sales of Merchandise		d)	Rent and/or lease of land and buildings	162
		Include materials and/or parts charged to a customer in the performance of repairs or				163
		forming part of a service rendered. Sales of gasoline, oil and insurance which are part of a		e)	Rent and/or lease of motor vehicles	104
		rental contract should be included here. Report offsetting costs in item 6 (a)		⟨ħ,	Computer services purchased (including	164
	٥)	Sales of Rental and/or Leased Equipment	111		equipment rental, data processing and software development)	
	e)	Loss or gain on the sales and/or disposal of		(D)	Rent and/or lease of other machinery and	165
		previously rented and/or leased equipment		$\mathcal{I}_{\Lambda}$	equipment	100
		Value of sales (disposal value) of previously rented and/or leased equipment		() h)	Repairs and maintenance	166
		114 \$		√ i)	Legal, accounting, management and	167
	f)	Commissions, Royalty Payments,	107		consulting fees	168
		Franchise Fees, Foreign Exchange and Management Fees		j)	Advertising and sales promotion	100
	g)	Other Operating Revenue	108	1.3		169
		e.g., revenue from rental of real estate, miscellaneous service revenue, etc.		k)	Insurance Taxes, permits and licenses	170
		(Please specify)	}	l)	(exclude income taxes)	
				m)	Heat, light, power and water	171
	h)	Total Operating Revenue	115	,	Telephone, telecommunications, postage	172
	11)	(sum of items a) to g))		11)	and courier fees	
	i)	Non-Operating Revenue	120	0)	Travel and entertainment	173
		Interest and all other revenue that is not directly related to the operation of this		0)	Tave and enertainment	174
		business.	100	p)	Royalties and franchise fees	
		$\searrow$	130	g)	Depreciation and amortization	175
	j)	Total Revenue (sum of items (h) and (i))		4/	zoprosianon and americanon	176
F 1		Disease remark the total delice value of leasing		r)	Interest expense	477
5.2	•	Please report the total dollar value of leasing and/or rental equipment on your books at your		s)	Office and all other supplies and materials	177
		1998 year end.	Dollars (omit cents)	,	used in the business ( <b>exclude</b> supplies reported under Cost of goods sold -	
			133		item (a) above)	.=-
		Original cost		t)	All other operating expenses, <b>excluding bad debts</b> . Include fees paid to contract workers.	178
			134		(Please specify major items or attach a separate sheet.)	
		Total accumulated depreciation				
			135			1=0
		Book value (Box 133 minus Box 134)		u)	Total Operating Expenses (sum of items (a) to (t))	179
					( (-) (-) /	L

7.	E	mployment		9. Prov	incial Distri	bution				
	a)	Paid Employees Please report the average number of persons employed during the reporting period to whom you paid Salaries and Wages as shown in	Number	a) Please report the number of permar business locations operated in Canada du the reporting period. (Include warehous head offices, research facilities and trace locations.)						
		Expenses, Section 6, item b).	152							
		- Full-time Employees		b) Do	you have perma re than one prov	nent business locations	in			
		Regular employees who worked the standard work week as observed by the business		11101						
		- Part-time Employees	151	30	1 No	<ul> <li>Please go to Sect</li> </ul>	ion 10			
		Those who worked fewer than			<sup>2</sup> O Yes	- Please complete 9	) (c)			
		the standard work week hours observed by the business			$lack \Psi$					
			154	c) Plea	ase report the nu	umber of permanent bus	iness locations,			
	b)	Contract Workers Individuals engaged only for the duration of a		lota	Tevenue and se	elected expenses, by pro				
		specific project or term			Locations	Total Revenue	Salaries, Wages And Employee Benefits			
			153	Province			[\			
	c)	Working proprietors and/or partners of			(Number)	\$ (pmit sents)	) \$ (omit cents)			
	,	unincorporated businesses			301	314	327			
0	_	lient Base		Nfld.						
о.			rovonuo		302	315	328			
	(S	ease report the percentage of total operating ection 5, item (h) derived <b>directly</b> from:	revenue	P.E.I.		<b>\</b>				
	1.	Domestic Clients	Percentage		303	316	329			
			190	N.S.	(())					
		Individuals		\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\	304	317	330			
		Business	191		$\downarrow \searrow$					
		a) Retail Trade		MB.	1					
			192		305	318	331			
		b) Traveller Accommodation and Food Services	193	Que.						
		c) Wholesale Trade	194		306	319	332			
		d) Agriculture, Forestry, Fishing and Mining.	134	Ont.						
			195		307	320	333			
		e) Manufacturing	196	Man.						
		f) Construction			308	321	334			
		a) Tourseless and six	197	Sask.						
		g) Transportation and warehousing	199		309	322	335			
		h) Finance, Insurance and Real Estate	.50	Alta.						
		i) Other (e.g., professional / scientific services,	200		310	323	336			
		telecommunications, etc.) (please specify)								
				B.C.	240	244	240			
		Institutions	202		340	341	342			
		j) Educational Services		Nunavut						
			203	N.W.T.	311	324	337			
		k) Health Services		(without Nunavut)						
		Other institutional demand (please specify)	204	ivuriavut)	312	325	338			
		1		Yukon	3.2					
			205	Territory						
		m) Government			313	326	339			
			206	Total						
	2.	Foreign Clients (regardless of type)		. otai	_	_				
		tal tal of boxes 190 to 206 must equal 100%)	100 %		Should equal Item 9 (a)	Should equal Item 5 (j)	Should equal the sum of Items 6 (b) and 6 (c)			
							u.i.a 0 (0)			

## 10. Trade Patterns: Sales Within Province/Territory, Inter-provincial and International Exports

- (1) Businesses with locations in only one province or territory, please complete the vertical column in the table below that represents the province or territory of your business location(s); list the percentage of total revenue (as reported in **Section 5**, **item** (j)), generated by clients from the applicable geographic regions listed in the horizontal table rows. Remember to include the share of revenue from sales to clients within the same province or territory as the business location and check that the vertical column percentages add to 100.
- (2) Businesses located in more than one province/territory, please complete a separate vertical column for each province/territory for which you have reported revenue in Section 9. Distribute the revenue earned by your locations in each province/territory according to the geographic residence of your locations' clients.

If you do not keep records of this information, your best estimate is acceptable.

	Your Business Location(s)													
Client Residence	Nfld. %	P.E.I.	N.S. %	N.B. %	Que.	Ont.	Man. %	Sask.	Alta.	B.C.	Nvt %\	N.W.T. (without Nvt) %	Yukon %	
	70	70	70	70	70	70	70	70	70	<u> </u>		\ \	70	
Newfoundland Prince Edward Island											>>			
Nova Scotia														
New Brunswick														
Quebec									$\triangleright$					
Ontario						<u> </u>		)) $$						
Manitoba														
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British Columbia														
Nunavut														
Northwest Territories (without Nunavut)		~ <												
Yukon Territory														
Foreign			>											
Total	100%	) 100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	
				Each	column	comple	ted <i>mus</i>	t add up	to 100%	6.				
Certification	I certify t	hat the in	nformation	n contain	ed herein	is comple	ete and c	orrect to	the best o	of my kno	wledge.			
ature of authorized perso	on							Title						
ne of person to contact for further information (please print)  Title														
Mr. □ Mrs. Miss □ Ms.														
Day Month	Yea	ar	Area co	ode	Telephone number			Ext.			Fax			
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Comments	If more space is required please enclose a separate sheet.
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#### Federal Provincial Agreements

In order to reduce response burden and to provide consistent statistics, Statistics Canada has entered into data sharing agreements with the Quebec Bureau of Statistics, the Manitoba Bureau of Statistics and BC STATS in accordance with Section 11 of the Statistics Act, Revised Statutes of Canada, 1985, Chapter S19. For establishments and/or business locations operated in Quebec, Manitoba and British Columbia, the agreements authorize Statistics Canada to forward a record of the data collected in this survey to the Quebec Bureau of Statistics, the Manitoba Bureau of Statistics and BC STATS, respectively. The Statistics Acts of these provinces includes the same provisions for confidentiality and penalties for disclosure of information as the federal Statistics Act.

### **Note of Appreciation**

Canada owes the success of its statistical system to a long-standing co-operation involving Statistics Canada, the citizens of Canada, its businesses, governments and other institutions. Accurate and timely statistical information could not be produced without their continued co-operation and goodwill.

Please make a copy of this completed questionnaire for your records.

# **Thank You For Your Co-operation**