



# 2004 Survey of Service Industries: Real Estate Brokers

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.

This document is confidential when completed.

Si vous préférez recevoir ce questionnaire en français, veuillez nous téléphoner au 1 888 881-3666.

If necessary, please correct pre-printed information below.



0001	Legal name		0004	Address (number and street)	
0002	Business name		0005	City	
0003	C/O		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

## A - General Information

### 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.

### 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 figures are not available, please provide your best estimates.
- For further information about this survey and definitions, please consult the enclosed reporting guide.

## Return of Questionnaire

Please mail the completed questionnaire(s) in the enclosed envelope or fax it to Statistics Canada at 1 888 883-7999 within 30 days of receipt.

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

Please describe the nature of your business.

0055

---

---

---

---

Please check only one of the following categories that represents the **main** activity, at this business unit, which most accurately describes the **principal** source of operating revenue.

0330  Real estate broker or real estate brokerage firm

0331  Independent real estate sales persons

0040  Other activities

If you checked one of these choices, please complete page 5 and return the questionnaire.

**For further information, please refer to the enclosed reporting guide.**

## C - Reporting Period Information

Please report for your **fiscal year** (normal business year) ending between April 1, 2004 and March 31, 2005. Please indicate below the period covered by this questionnaire.

1. **From** 0011    **To** 0012

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

0031 1  Seasonal Operation    2  New Business    3  Change of Fiscal Year    4  Change of Ownership    5  Ceased Operations    6  Temporarily Inactive

3. Please indicate below, any change that may have occurred in the organization of this business unit during this fiscal year:

0047 1  Acquired New Business Units    2  Disposed of/ Sold Business Units

**If you have had any other changes in your business within the year, please describe these changes in the Comments section at the end of the questionnaire.**

For further information, please refer to the enclosed reporting guide.

## D - Revenue

		\$ CDN
1. Commissions and fees earned from real estate sales ( <b>include</b> in trust amounts)	1366	
2. Revenue received from <b>independent</b> real estate sales persons (e.g., desk fees, publicity and advertising)	1237	
3. Revenue from rental or leasing of property directly owned by the business unit	1238	
4. Commissions and fees earned from the rental or leasing of client owned properties	1239	
5. Franchise fees revenue	2040	
6. Other revenue (sum of 1229 to 1231) (Please provide details below):	1236	
1229 _____		
1230 _____		
1231 _____		
7. <b>Total operating revenue</b> (sum of 1 to 6)	2080	
8. Investment and other income (e.g., interest and dividend income, capital gains)	2097	
9. <b>Total revenue</b> (sum of 7 and 8)	2098	

## E - Workforce

**Paid** employees are those for whom a T4 - Statement of Remuneration Paid was issued.

		Number of employees	
1. <b>Paid</b> full-time employees	6310		
2. <b>Paid</b> part-time employees	6311		
3. <b>Total number of paid employees</b> (sum of 1 and 2)		6312	<b>Number of employees</b>
4. <b>Independent</b> real estate sales persons		6070	<b>Number of independents</b>

For further information, please refer to the enclosed reporting guide.

## F - Expenses

Please **exclude** income tax from your expenses.

	\$ CDN	
1. Salaries and wages paid to employees, management fees, bonuses	3010	
2. Employer portion of employee benefits	3040	
<b>3. Total labour remuneration (sum of 1 and 2)</b>	3041	<b>\$ CDN</b>
4. Commissions and fees paid to <b>independent</b> real estate sales persons	4481	
5. Commissions and fees paid to other real estate brokers	4081	
6. Real estate services (e.g., franchise fees)	4054	
7. Legal, accounting and auditing fees	4230	
8. Other professional, business or financial services	4275	
9. Leasing or rental of office space or other real estate	4120	
10. All other leasing or rental expenses ( <b>include</b> vehicles and computers)	4140	
11. Repair and maintenance services	4175	
12. Advertising and promotion	4365	
13. Travel, meal and entertainment expenses	4370	
14. Insurance premiums	4350	
15. Property, transfer and business taxes, lot levies, licences and permits	4410	
16. Utility expenses <b>not included</b> in rental or leasing agreements (e.g., hydro, heat, water)	4042	
17. Computer and technology expenses (e.g., Internet access charges, software)	4356	
18. Communication expenses	4101	
19. Office expenses and supplies	4000	
20. Amortization and depreciation	4520	
21. Interest on loans	4630	
22. All other expenses (sum of 4531 to 4533) (Please provide details below):	4527	
4531 _____		
4532 _____		
4533 _____		
<b>23. Total expenses (sum of 3 to 22)</b>	4699	

## G - Certification

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

Signature of authorized person		Title 0014	Date 0015							
			Year	Month	Day					
			<input type="text"/>	<input type="text"/>	<input type="text"/>					
Name of person to contact for further information: 0026		0013	<input type="text"/>							
1 <input type="checkbox"/> Mr.   2 <input type="checkbox"/> Mrs   3 <input type="checkbox"/> Miss   4 <input type="checkbox"/> Ms		0054	First name <input type="text"/>							
			Last name <input type="text"/>							
E-mail address 0018		Web site address 0020								
Telephone number 0017		Extension number 0027	Fax number 0016							
How long did you spend collecting the data and completing this questionnaire?					9910	Hour(s)	<input type="text"/>	9909	Minutes	<input type="text"/>

## H - Comments

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

9920

---

---

---

9913

---

---

---

9914

---

---

---

9915

---

---

---

9916

---

---

---

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

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](http://www.statcan.ca).

If you need help, please contact us at **1 888 881-3666**.