



Distributive Trades Division

New Motor Vehicle Dealer Commodity Survey

Si vous préférez recevoir ce questionnaire en français, veuillez téléphoner au numéro figurant au bas de cette page.

Confidential when completed.

Collected under the authority of the Statistics Act, Revised Statutes of Canada, 1985, Chapter S19.

Correct pre-printed information if necessary using the corresponding boxes provided below.



Legal Name
Business Name
C / O
No. & Street
City
Province
Postal code

PLEASE READ CAREFULLY BEFORE COMPLETING THE QUESTIONNAIRE

PURPOSE OF THIS SURVEY

This survey collects essential commodity data to supplement retail automotive statistics. The business community, trade associations, government and others use this information in aggregate form, to assist in decision making, marketing efforts and to assess business conditions.

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 strict confidence, used for statistical purposes and published in aggregate form only.

DATA SHARING AGREEMENT

To avoid duplication of enquiry and to provide consistent statistics, an agreement exists under Section 12 of the Statistics Act, with the Northwest Territories Bureau of Statistics and the Nunavut Bureau of Statistics for the sharing of information from this survey. Under Section 12, you may refuse to share your information with any of the agencies listed by notifying the Chief Statistician in writing and returning your letter of objection along with the completed questionnaire in the enclosed return envelope.

INSTRUCTIONS

Complete and return within 30 days after the end of the reporting period.

If exact figures are not available, estimates are acceptable.

Sales and receipts

Exclude federal Goods and Services Tax (GST), Harmonized Sales Tax (HST) and provincial taxes on all sales and receipts.

Vehicles - Report sales of new and used vehicles (include taxis, vehicle rentals and any other fleets), **less** discounts and over-allowances. Do not deduct trade-in allowances.

Parts and accessories - Report the sales of parts and accessories, **less** discounts, adjustments and returns. **Include** parts sold by service department for repairs. **Include** tire sales.

Fuel, oils and additives - Report the sales of fuel, oils and additives. *Automotive fuels* **include** gasoline, diesel, ethanol blends, natural gas and propane. *Automotive oils and additives* **include** engine oils, automotive greases, windshield washer fluids, gas line and fuel injector cleaners, antifreeze, etc.

Service department - Report the value of labour receipts from automotive repairs, maintenance and service. **Exclude** parts sold by service department for repairs.

Body shop - Report the value of labour receipts from dealer operated body shops. **Include** sublet body shop revenue.

Vehicle rentals - Report revenue from short-term vehicle rentals. **Exclude** finance leasing payments.

Other operating revenue - Report any other operating revenue not elsewhere classified on this questionnaire. **Exclude** non-operating revenues and bad debts recovered.

Cost of used vehicle sales

Acquisition cost - Report the acquisition cost of used motor vehicles sold during the reporting period. **Exclude** the cost of re-conditioning motor vehicles.

Re-conditioning costs - Report the re-conditioning costs of used motor vehicles sold during the reporting period.

Total - Report the acquisition cost of used motor vehicles sold during the reporting period. **Include** the cost of re-conditioning motor vehicles.

Inventory

Exclude federal Goods and Services Tax (GST), Harmonized Sales Tax (HST) and provincial taxes. Include inventory in transit or on consignment to others in Canada but, **exclude** goods consigned to the dealers by others.

Vehicles - Report the value (**at cost price**) of the closing inventory of new and used motor vehicles purchased for resale or available for leasing and the appraised value (excluding over-allowances) of trade-ins.

Parts, accessories and other merchandise - Report the value (**at cost price**) of the closing inventory of other merchandise (i.e. gas, oil, parts, etc.) held for resale.

Number of dealerships

Report the number of motor vehicle dealerships included in this report.

Report the maximum number of motor vehicle dealerships where business activity was conducted during the reporting period.

CORRESPONDENCE

If you require assistance in the completion of the questionnaire or have any questions regarding the survey, please address all inquiries to:

Distributive Trades Section
Operations and Integration Division
Statistics Canada, Jean Talon Bldg, Section 2-C11
Ottawa, Ontario K1A 0T6
Telephone: 1-888-820-1574
Fax: 1-888-605-2492



Report for the period indicated on the mailing label. Reporting period:

FROM

Year	Month	Day

TO

Year	Month	Day

1a) New motor vehicle sales	Passenger cars	Passenger minivans and sport utility vehicles	Other light vehicles (Pick-up trucks and other vans)	Medium/heavy trucks and buses	TOTAL
		1	2	3	4
Number of vehicles	#	#	#	#	#
	6	7	8	9	10
\$'000	\$	\$	\$	\$	\$

1b) Used motor vehicle sales	Passenger cars	Trucks (Light, medium and heavy trucks, minivans, sport utility vehicles, vans and buses)	TOTAL
	Retail	11	12
Number of vehicles	#	#	#
	14	15	16
\$'000	\$	\$	\$
Wholesale	17	18	19
Number of vehicles	#	#	#
	20	21	22
\$'000	\$	\$	\$
TOTAL	23	24	25
Number of vehicles	#	#	#
	26	27	28
\$'000	\$	\$	\$

1c) Sales of other vehicles (new & used)	Revenue in \$'000		5) Revenue from dealer operated body shop	Revenue in \$'000	
	29	\$		44	\$
Specify: _____			Customer repairs	45	\$
2) Sales of parts and accessories	Revenue in \$'000		Internal (ie. used vehicle re-conditioning)	46	\$
	30	\$	TOTAL	47	\$
Total retail (over-the-counter and parts for customer service)	31	\$	6) Revenue from vehicle rentals	48	\$
Warranty	32	\$	7) Other operating revenue	49	\$
Wholesale	33	\$	Specify: _____		
Internal sales (ie. used vehicle reconditioning & maintenance)	34	\$	8) TOTAL SALES AND RECEIPTS, ALL DEPARTMENTS (total of items 10, 28, 29, 34, 39, 43, 46, 47 and 48)		\$
TOTAL	35	\$			
Tire sales	36	\$	9) Cost of used vehicle sales	Cost in \$'000	
Other automotive parts and accessories (cell 34 minus cell 35)	37	\$	Acquisition cost of used motor vehicles	50	\$
3) Automotive fuels, oils and additives	38	\$	Re-conditioning costs	51	\$
Sales of oils and additives (incl. windshield washer fluids, antifreeze, etc.)	39	\$	TOTAL	52	\$
Sales of automotive fuels					
TOTAL			10) Closing inventory	Value in \$'000	
			New vehicles	53	\$
4) Revenue from service department (Labour receipts from automotive repairs, maintenance and service)	40	\$	Used vehicles	54	\$
Customer service	41	\$	Parts, accessories and other merchandise	55	\$
Warranty	42	\$	TOTAL	56	\$
Internal (ie. used vehicle reconditioning & maintenance)	43	\$			
TOTAL			11) Number of dealerships	57	
			Number included in this report	58	
			Total number of dealerships		

CERTIFICATION

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

Signature of authorized person	Title	Date
Name of person to contact for further information (please print)		Telephone Area code
		Number