



Please correct name and mailing address, if necessary.

SURVEY OBJECTIVE

The objective of this survey is to provide statistics on the activities of record companies and companies with record labels. This information is used by industry associations and all levels of government as well as the private sector in corporate decision making. It provides the basis for informed decisions on policies and programs in the sound recording industry. The results of this survey are published in Statistics Canada publications with the catalogue numbers 87-211 and 87-004.

on this questionnaire will be treated in 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.

AUTHORITY

This survey is conducted under the authority of the *Statistics Act, Revised Statutes of Canada, 1985, Chapter S19.*

DATA SHARING AGREEMENT

To reduce response burden and ensure uniform statistics, Statistics Canada has entered into an agreement under Section 11 of the *Statistics Act* with the Québec Bureau of Statistics for the sharing of information from this survey. The *Québec Statistics Act* includes the same provisions for confidentiality and penalties for disclosure of information as the federal *Statistics Act*.

CONFIDENTIALITY

Statistics Canada is prohibited by law from publishing any statistics that would divulge information obtained from this survey relating to any identifiable business without the previous written consent of that business. Data reported

RETURN DATE

The questionnaire should be completed and returned in the postage-paid envelope **within 21 days of receipt.**

1. BUSINESS ACTIVITIES

(a) Please describe the nature of your main business activity :

(b) Please check (✓) below the activities in which your business is engaged:

	Primary activity (Check only one)	Secondary activities (Check as required)
001 Production, release, promotion and distribution of recordings from masters	1 <input type="radio"/>	2 <input type="radio"/>
002 Music publishing	1 <input type="radio"/>	2 <input type="radio"/>
003 Distribution of recordings (wholesale or other buy-and-sell)	1 <input type="radio"/>	2 <input type="radio"/>
004 Production of master recordings or production company	1 <input type="radio"/>	2 <input type="radio"/>
005 Manufacture of duplicate recordings	1 <input type="radio"/>	2 <input type="radio"/>
006 Recording studio operations	1 <input type="radio"/>	2 <input type="radio"/>
007 Artist management	1 <input type="radio"/>	2 <input type="radio"/>
008 Other (specify)	1 <input type="radio"/>	2 <input type="radio"/>
<input type="text"/>		

ELIGIBILITY TO REPORT:

If you have checked off item 001, 002, 003 or 004 of question 1 (b) as EITHER a primary or secondary activity and the activity pertains to your fiscal year ending between January 1, 1998 and December 31, 1998 inclusive, please complete the questionnaire.

Otherwise, please complete question 1 plus the certification on the last page and return the questionnaire.

INSTRUCTIONS

Please answer all applicable questions. When exact information is not available from your records, please provide your best estimate. If the answer is zero, indicate it by entering "0."

Please provide information only on the record industry-related activities (the record division) of your organization.

Please also include a copy of your FINANCIAL STATEMENT for these reported activities to assist us in tabulating the information you have provided.

NOTE : Should you have any questions, please contact your Statistics Canada regional office.

	Local calls	Toll free calls
MONTREAL _____	(514) 283-5724	1-800-363-6720
STURGEON FALLS _____	(705) 753-4888	1-800-461-1662
VANCOUVER _____	(604) 666-3616	1-800-663-0172

COMPANY INFORMATION

2. Indicate the **country** in which **controlling interest** of this organization is held. If the reporting company is subject to the financial and operational control of a parent and/or holding company, indicate the country in which **the ultimate control** resides (check one box only).

- 011** 1 Canada
 2 United States
 3 Other (specify) _____

3. Indicate the **year** in which this organization was established in Canada.

012

4. Indicate the **legal status** of this organization (check one box only).

- 013** 1 Incorporated for profit
 2 Incorporated not for profit
 3 Unincorporated – sole proprietor
 4 Unincorporated – partnership
 5 Other (specify) _____

REPORTING PERIOD

This report must cover your fiscal year ending any time between **January 1, 1998** and **December 31, 1998** inclusive.

5. (a) This report covers your financial year ending: **014** Day | Month | Year | 1 | 9 |

(b) This report covers: **015** Number | Months |

6. Indicate if this organization distributed compact discs, cassettes, etc. for other organizations during the reporting period.

- 021** Yes 3 No

If yes, list the names of those companies for which you distributed recordings and indicate the type of arrangement made with each of them.

Name of company	Location of company			Type of arrangement		
	Canada	Outside Canada	Label(s)	Buy and sell	Licence	Other (specify)
_____	<input type="radio"/>	<input type="radio"/>	_____	<input type="radio"/>	<input type="radio"/>	_____
_____	<input type="radio"/>	<input type="radio"/>	_____	<input type="radio"/>	<input type="radio"/>	_____
_____	<input type="radio"/>	<input type="radio"/>	_____	<input type="radio"/>	<input type="radio"/>	_____
_____	<input type="radio"/>	<input type="radio"/>	_____	<input type="radio"/>	<input type="radio"/>	_____
_____	<input type="radio"/>	<input type="radio"/>	_____	<input type="radio"/>	<input type="radio"/>	_____
_____	<input type="radio"/>	<input type="radio"/>	_____	<input type="radio"/>	<input type="radio"/>	_____

If more space is required, please use a separate sheet.

7. Indicate if your recordings were distributed by other firms during the reporting period.

022 ¹ Yes ³ No

If yes, list the names of your distributors and indicate the type of arrangement made with each of them.

Name of distributor	Location of distributor			Type of arrangement		
	Canada	Outside Canada	Label(s)	Buy and sell	Licence	Other (specify)
<input type="text"/>	<input type="radio"/>	<input type="radio"/>	<input type="text"/>	<input type="radio"/>	<input type="radio"/>	<input type="text"/>
<input type="text"/>	<input type="radio"/>	<input type="radio"/>	<input type="text"/>	<input type="radio"/>	<input type="radio"/>	<input type="text"/>
<input type="text"/>	<input type="radio"/>	<input type="radio"/>	<input type="text"/>	<input type="radio"/>	<input type="radio"/>	<input type="text"/>
<input type="text"/>	<input type="radio"/>	<input type="radio"/>	<input type="text"/>	<input type="radio"/>	<input type="radio"/>	<input type="text"/>
<input type="text"/>	<input type="radio"/>	<input type="radio"/>	<input type="text"/>	<input type="radio"/>	<input type="radio"/>	<input type="text"/>
<input type="text"/>	<input type="radio"/>	<input type="radio"/>	<input type="text"/>	<input type="radio"/>	<input type="radio"/>	<input type="text"/>

If more space is required, please use a separate sheet.

EMPLOYMENT/REMUNERATION

8. (a) Indicate the **average (typical) number of employees, working proprietors, freelancers and other staff (working under direct contract)** at your firm during the reporting period.

Note: A full-time employee is one who works at least 30 hours per week. **Exclude** employees of companies that performed contract work (e.g., recording studios).

	Number
Full-time employees	031
Part-time employees	032
Freelancers and other persons employed on contract as individuals	033
Full-time working proprietors (unincorporated firms)	034
Part-time working proprietors (unincorporated firms)	035

(b) Indicate the **total wages and salaries and other staff remuneration and benefits** paid during the reporting period. Include fees to freelancers and other persons working on contract, producers' salaries, sales salaries and commissions, management fees and other human resource costs. Employee benefits include the employer's contribution to pension plans (including CPP/QPP), medical and employment insurance plans, and workers' compensation.

	\$
Wages and salaries of full-time employees	041
Wages and salaries of part-time employees	042
Employee benefits for full- and part-time employees	043
All other costs of human resources (exclude proprietors of unincorporated firms; include freelancers) (<i>specify</i>)	044
<input type="text"/>	
TOTAL COST OF HUMAN RESOURCES	045

RELEASES OF NEW RECORDINGS

Please indicate the number of new recordings released by your organization.

Report only your own recordings or those for which you have exclusive distribution rights (a license or lease agreement) for the release and distribution of recordings for others. **Exclude those releases where the recordings are distributed on behalf of another Canadian organization under buy-and-sell arrangements or on a consignment basis and imported finished products.**

If your organization is a subsidiary or affiliate company, you should report the release and distribution of recordings in cases where the copyright ownership is retained by your parent company, even if a licensing agreement does not exist.

Count as only one release recordings that are released in more than one format, but which all have the same catalogue number.

EXCLUDE MUSIC VIDEO RECORDINGS/VIDEO GAMES PRODUCTIONS AND SINGLES.

9. Indicate the **number of new recordings (compact discs, tapes, etc.) released** by your organization for the reporting period according to the **origin of the master** of the releases. For recordings by more than one artist (e.g., compilations), count the recording as a Canadian release if 50% or more of the artists are Canadian. Recordings released from masters supplied by your parent company should be included under leased masters (line b or c).

	New releases by Canadian artists	All other new releases
Origin of master:		
(a) Produced by this organization	101	111
(b) Leased, consigned or bought from another organization located in Canada	102	112
(c) Leased, consigned or bought from an organization in another country	103	113
TOTAL	100	110

10. Indicate the **number of new recordings released** by your organization for the reporting period according to the **language of the lyrics** of the releases. For recordings by more than one artist (e.g., compilations), count the recording as a Canadian release if 50% or more of the artists are Canadian.

	New releases by Canadian artists	All other new releases
Language of lyrics:		
(a) English	121	131
(b) French	122	132
(c) Other languages (or combination of languages)	123	133
(d) No lyrics (instrumental)	124	134
TOTAL	120	130

(Boxes 120 and 130 must equal boxes 100 and 110 in Question 9, respectively.)

11. Indicate the **number of new recordings released** by your organization for the reporting period according to the **musical category** of the releases. For recordings by more than one artist (e.g., compilations), count the recording as a Canadian release if 50% or more of the artists are Canadian.

	New releases by Canadian artists	All other new releases
Musical category:		
(a) Popular music and rock	141	151
(b) Country and folk	142	152
(c) Classical and related types	143	153
(d) Jazz and blues	144	154
(e) Children's	145	155
(f) Other (specify) <input type="text"/>	146	156
TOTAL	140	150

(Boxes 140 and 150 must equal boxes 100 and 110 in Question 9, respectively.)

NET SALES OF COMPACT DISCS, CASSETTES, ETC. (including singles)

For the reporting period, include all sales (less returns and allowances, and provincial and federal sales taxes) of compact discs, cassettes, etc., including singles, manufactured from masters either produced by your organization or leased or bought from other organizations. Include sales of only those recordings for which you have exclusive distribution rights.

DO NOT INCLUDE:

- Sales of imported finished compact discs, tapes, etc. (These should be reported in Box 503, Question 18.)
- Sales of finished products distributed for another organization (i.e. buy-and-sell arrangements). (These sales should be reported as distribution for others in Box 501, Question 18.)
- Sales of music videos. (These should be reported in Box 502, Question 18.)

DO NOT INCLUDE SALES OF COMPACT DISCS, CASSETTES, ETC. DISTRIBUTED FOR YOUR ORGANIZATION UNDER LICENCE BY ANOTHER ORGANIZATION.

NOTE: Please report the breakdowns as requested. Please report the TOTALS in dollars, even if the breakdowns are reported in percentages.

12. Please provide a breakdown of the total value of **your net sales of compact discs, tapes, etc.** from masters (new and previous releases) according to the **origin of the master**, for the reporting period. Consider revenue earned from recordings made from masters supplied by your parent corporation as earnings from leased material.

Origin of master:	Net sales of recordings by Canadian artists		Net sales of all other recordings	
	\$	or %	\$	or %
(a) Produced by this organization	201		211	
(b) Leased, consigned or bought from another organization located in Canada	202		212	
(c) Leased, consigned or bought from an organization in another country	203		213	
TOTAL	200	100%	210	100%

13. Please provide a breakdown of the total value of **your net sales of compact discs, tapes, etc.** from masters (both new and previous releases) according to the **language of lyrics**, for the reporting period.

Language of lyrics:	Net sales of recordings by Canadian artists		Net sales of all other recordings	
	\$	or %	\$	or %
(a) English	221		231	
(b) French	222		232	
(c) Other languages (or combination of languages)	223		233	
(d) No lyrics (instrumental)	224		234	
TOTAL	230	100%	230	100%

(Boxes 220 and 230 must equal boxes 200 and 210 in Question 12, respectively.)

14. Please provide a breakdown of the total value of **your net sales of compact discs, tapes, etc.** from masters (both new and previous releases) according to **musical category**, for the reporting period.

Musical category:	Net sales of recordings by Canadian artists		Net sales of all other recordings	
	\$	or %	\$	or %
(a) Popular music and rock	241		251	
(b) Country and folk	242		252	
(c) Classical and related types	243		253	
(d) Jazz and blues	244		254	
(e) Children's	245		255	
(f) Other (specify) <input type="text"/>	246		256	
TOTAL	240	100%	250	100%

(Boxes 240 and 250 must equal boxes 200 and 210 in Question 12, respectively.)

15. Please provide a breakdown of the total value of **your net sales of compact discs, tapes, etc.** from masters (both new and previous releases) according to the following **formats** and the **number of units sold** within each format.

Format:	Net sales		Number of units sold	
	\$	or %	#	or %
(a) Singles (cassettes and compact discs)	261		271	
(b) Compact discs	262		272	
(c) Cassette tapes	263		273	
(d) Vinyl albums	264		274	
(f) Other, including multimedia (specify) <input type="text"/>	265		275	
TOTAL	260	100%	270	100%

(Box 260 must equal the sum of boxes 200 and 210 in Question 12.)

REVENUES FROM SALES OF MASTERS AND PUBLISHING ROYALTIES

16. Please provide a breakdown of **your REVENUES (in Canadian dollars) from (a) sales of masters, leasing and licensing fees and (b) publishing royalties.** Report Canadian revenues and those from outside of Canada separately. Please report the TOTALS in dollars, even if the breakdowns are reported in percentages.

		Revenues			
		For Canadian artists		Total for Canadian and non-Canadian artists	
		\$	or %	\$	or %
(a) Sales of masters, leasing and licensing fees	From Canada	301		311	
		\$	%	\$	%
	From outside Canada	302		312	
		\$	%	\$	%
TOTAL		300	100%	310	100%
		\$		\$	

(b) Publishing royalties (including mechanical royalties, synchronization or performing rights fees, etc.)	From Canada	321		331	
		\$	%	\$	%
	From outside Canada	322		332	
		\$	%	\$	%
TOTAL		320	100%	330	100%
		\$		\$	

COSTS OF PRODUCTION, PURCHASE, LEASING AND LICENSING OF MASTERS AND PUBLISHING ROYALTIES PAID

17. Please provide a breakdown of your **costs (in Canadian dollars), including advances, for (a) production of own masters, (b) purchase of masters, leasing and licensing fees, and (c) publishing royalties, including mechanical royalties.** Please report the TOTALS in dollars, even if the breakdowns are reported in percentages.

		Costs			
		For Canadian artists		Total for Canadian and non-Canadian artists	
		\$	or %	\$	or %
(a) Production costs for OWN MASTERS (including payments to musicians, vocalists, etc., studio costs, producers salaries, expenses, and advances)	TOTAL	400	100%	410	100%
		\$		\$	

(b) Purchase of masters, leasing and licensing arrangements	In Canada	421		431	
		\$	%	\$	%
	Outside Canada	422		432	
		\$	%	\$	%
TOTAL		420	100%	430	100%
		\$		\$	

(c) Did this organization make any publishing royalty payments during the reporting period? 460 ¹ Yes – Go to question 17 (d) ³ No – Go to question 18

(d) Payments for publishing royalties (including mechanical, synchronization, or performing rights fees, etc.)	In Canada	441		451	
		\$	%	\$	%
	Outside Canada	442		452	
		\$	%	\$	%
TOTAL		440	100%	450	100%
		\$		\$	

REVENUES/EXPENSES

18. Complete the following **income statement** for the reporting period. Report these amounts to the nearest Canadian dollar.

(i) **REVENUES:**

Please **exclude** GST and all other taxes collected by you for remittance to a government agency.

(a) **Net sales** of compact discs, tapes, etc. from masters (must equal Box 260, Question 15)

(b) **Distribution for others** (i.e., buy-and-sell arrangements) of **finished products** that do not involve buying or leasing masters. Excludes imported finished products and sales of music videos.

(c) **Sales of music videos**

(d) **Sales of imported finished goods** (compact discs, tapes, music videos, etc., excluding imported master tapes)

(e) **Sales of masters, leasing and licensing fees** (must equal Box 310, Question 16)

(f) **Publishing royalties** (including mechanical royalties) (must equal Box 330, Question 16)

(g) **Artist management**

(h) **Sundry income** from other record industry-related activities: merchandising, custom disc pressing, tape duplicating, rack-jobbing, concert promotion, booking activities, studio-time rental, and other activities (*specify*)

(i) **Revenue from record industry-related activities** (sum of boxes 500 to 507)

(j) **Grants**

(k) **Revenue from non-record industry-related activities** (net of direct expenses)

For culture-related activities

For other activities

TOTAL (sum of boxes 531 and 532)

(l) **TOTAL REVENUE** (sum of boxes 510, 520 and 530)

		Dollars	
	500		
	501		
	502		
	503		
	504		
	505		
	506		
	507		
		510	
		520	
	531		
	532		
		530	
			540

EXPENSES:

Please include GST except the portion which is refundable by government.

(ii) **COST OF GOODS SOLD:**

(a) **Cost of compact discs, tapes, music videos sold** (including production costs, the costs of manufacturing, royalties, purchases and licensing of masters, write-offs for unrecouped advances)

(b) **Cost of imported finished goods** (exclude purchases of masters; cost of revenue reported in box 503)

(c) **Direct cost to sundry income from other record industry-related activities** (cost of revenue reported in boxes 501, 506 and 507)

(d) **TOTAL COSTS OF SALES** (sum of boxes 601, 602, 603)

		Dollars	
	601		
	602		
	603		
			600

		Dollars	
(iii) OPERATING EXPENSES:		611	
(a) Interest, bank charges		612	
(b) Depreciation		613	
(c) Marketing and sales promotion (including sales salaries and commissions) and advertising expenses (excluding costs for promotional music videos)		614	
(d) Music video expenses (not included in Box 601)		615	
(e) Administrative expenses (including office staff salaries)		616	
(f) Other operating expenses (including occupancy costs, warehousing and bad debts)			
(g) TOTAL OPERATING EXPENSES (sum of boxes 611 to 616)		610	
(h) Profit (or loss) before taxes and extraordinary items (box 540 minus boxes 600 and 610)		620	
(i) Provisions for income taxes (or tax refunds) (Negative values should be in parentheses.)		621	
(j) Net profit (or loss) before extraordinary items (box 620 less box 621)		622	
(k) Extraordinary items, net of income taxes		623	
(l) NET PROFIT (OR LOSS) (sum of boxes 622, 623)		625	

NEW TECHNOLOGIES

19. Is your organization developing or active in new technology or multimedia projects? Check all that apply:

700 New formats:	Yes		No
	Only under development	Active	
(a) CD-ROM _____	1 <input type="radio"/>	2 <input type="radio"/>	4 <input type="radio"/>
(b) Enhanced CDs _____	1 <input type="radio"/>	2 <input type="radio"/>	4 <input type="radio"/>
(c) Other (specify) _____	1 <input type="radio"/>	2 <input type="radio"/>	4 <input type="radio"/>
(d) Web site _____	1 <input type="radio"/>	2 <input type="radio"/>	4 <input type="radio"/>
Mail-order sales or distribution			
(e) Through own Web site _____	1 <input type="radio"/>	2 <input type="radio"/>	4 <input type="radio"/>
(f) Through an online vendor such as CDNow, Paragon, etc. _____	1 <input type="radio"/>	2 <input type="radio"/>	4 <input type="radio"/>
(g) Other projects (specify) _____	1 <input type="radio"/>	2 <input type="radio"/>	4 <input type="radio"/>

INTERNATIONAL TRANSACTIONS

The aim of this question is to compile data on **intellectual property and services directly sold or bought abroad** by businesses in Canada. Please include trade with foreign affiliates, including foreign parent companies, branches, and subsidiaries but exclude transactions with foreign countries carried out by your affiliates located abroad.

NOTE 1 : *Revenues from royalty collectives in Canada* should be treated as *domestic revenues*, regardless of their original source. *Payments to royalty collectives in Canada* should be treated as *domestic expenses*, regardless of their final destination. Domestic revenues and expenses **should NOT** be included in this question.

NOTE 2 : The services data requested in this question **DO NOT include** merchandise imports and exports, freight and shipping transactions, travel, interest or profit/loss.

20. (a) Did your organization have any international transactions, as described above, during the reporting period?

- 809** ¹ Yes – Go to question 20 (b) (i)
³ No – Go to question 21

20. (b) (i) Please report the total **REVENUES RECEIVED directly from outside Canada** for intellectual property and services sold to customers abroad. Please provide a percentage breakdown by country and report the total dollar value (boxes 810, 820, 830 and 840) in Canadian dollars.

Country or Region	Sale of masters, leasing and licensing fees (box 504) (see note 1)	Publishing royalties (including mechanicals, performing rights, etc.) (box 505) (see note 1)	Remaining record industry-related revenues for intellectual property and services (see note 2)	TOTAL record industry-related revenues for intellectual property and services
	%	%	%	%
United States	811	821	831	841
United Kingdom	812	822	832	842
France	813	823	833	843
Germany	814	824	834	844
Other European countries	815	825	835	845
Japan	816	826	836	846
Other Asia-Pacific countries	817	827	837	847
All other countries (specify)	818	828	838	848
Total % (all foreign sources)	100 %	100 %	100 %	100 %
Please indicate the total dollar value for each of the columns	810	820	830	840
Total \$ (all foreign sources)	\$	\$	\$	\$

20. (b) (ii) Did your organization include any revenues from the outright sale of rights (sale of masters, etc.) in cell 840 above?

- 860** ¹ Yes – Please report the amount of revenues from the outright sale of rights **870** \$ _____
³ No – Go to question 20 (c) (i)

20. (c) (i) Please report the **total EXPENSES PAID directly** to businesses and individuals **outside the country** for intellectual property or services purchased from suppliers abroad. Please provide a percentage breakdown by country and report the total dollar value (boxes 910, 920, 930 and 940) in Canadian dollars.

Country or Region	Purchase of masters, leasing and licensing arrangements (box 430) (see note 1)	Payments for publishing royalties (including mechanicals, etc.) (box 450) (see note 1)	Remaining expenses for intellectual property and services (see note 2)	TOTAL expenses for intellectual property and services
	%	%	%	%
United States	911	921	931	941
United Kingdom	912	922	932	942
France	913	923	933	943
Germany	914	924	934	944
Other European countries	915	925	935	945
Japan	916	926	936	946
Other Asia-Pacific countries	917	927	937	947
All other countries (specify) <input type="text"/>	918	928	938	948
Total % (all foreign sources)	100 %	100 %	100 %	100 %
Please indicate the total dollar value for each of the columns	910	920	930	940
Total \$ (all foreign sources)	\$	\$	\$	\$

20. (c) (ii) Did your organization include any payments for the outright purchase of rights (purchase of masters etc.,) in cell 940 above?

960 ¹ Yes – Please report the total expenses for the outright purchase of rights **970** \$ _____

³ No – Go to question 21

21. Please enter your nine digit GST Registered Account Number.

800 R

CERTIFICATION

I certify that the information in this report is correct to the best of my knowledge.

Signature _____

Name of person completing this report (please print) _____

Telephone (including area code and extension) _____

Fax _____

Title of person completing this report _____

Date _____

YOUR COMMENTS ARE APPRECIATED

THANK YOU FOR YOUR CO-OPERATION