Accommodation Survey Quarter ending June 2008

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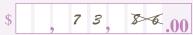
In correspondence, please quote this number	er V Australian Business Number
	Please correct any errors
Purpose of Collection Results of the Accommodation Survey are used the public and private sectors to analyse trends in use of accommodation facilities.	
Collection Authority The information asked for is collected under to Census and Statistics Act 1905. Your co-oper completing and returning this form by the due dat me with the power, if needed, to direct you to provision.	ration is sought in e. The Act provides
Confidentiality Your completed form remains confidential to the of Statistics. Due Date	Australian Bureau
Please complete this form and return it in the reg the Australian Bureau of Statistics by	ly paid envelope to
Help Available If you have problems in completing this form, of have difficulties meeting the due date please consumer to be bureau of Statistics by: Telephone 1800 304 488 Freecall (excluding mobile phones) Facsimile 1300 303 813	
Brian Pink Australian Statistician	
son we should contact if any dueries arise regarding this form	
Name	Telephone Number
Signature	Facsimile Number Date
me of legal owner of this establishment	

Please read this first

- Important: This form will be read using electronic equipment.
- Use black pen when completing this form.
- Keep each number or tick within the data entry boxes provided, for example

	9	0	-		/
	-	0	9	or	V

- · Leave answer boxes blank where you have no response or data to enter.
- Do not use 'nil', 'n/a' or draw a line in the data entry boxes.
- If a mistake is made, cross out the incorrect answer and either write the answer in the remaining boxes, for example



or if not enough space is left, write next to the relevant item, for example



- You will need to report an estimate of time taken when you have completed this form.
- The worksheet sent to you at the beginning of the quarter will help you to complete the questions in this form.
- If exact figures are not available, please provide careful estimates.
- Please report all monetary values in whole Australian dollars (A\$).
- The items listed under *Including* and *Excluding* are examples and should not be taken as a complete list of items to be included or excluded.

Number of persons working for this establishment during the last pay period ending in June 2008

Definitions

Including

- Full-time those working 35 hours or more a week.
- Part-time those usually working a standard week of less than 35 hours and are entitled to paid holiday or sick leave.
- Casual those generally required on an as-needs basis, and who are not usually entitled to paid holiday or sick leave.

Excluding

- Persons paid a retainer, wage or salary
- Working proprietors and partners
- Permanent, temporary and casual employees
- Persons paid by commission only
- Non-salaried directors
- Self employed persons such as consultants and contractors
- Volunteers

	Number
Full-time	2
Part-time	,
Casual	,
Total	

stablishment named on the front of this form
Including
Change of ownership
Change of name
• Change of postal address

Were there any significant changes to the

Please specify the change(s) Yes

3 Were there any significant factors that affected

occupancy rates this quarter?

Including

- Seasonal or weather variations
- Special events e.g. conferences
- · Capacity variations e.g. refurbishment, extensions

1	No				
7	Yes	Please sp	ecify the f	factor(s)	

4	Capacity	on	30	June	2008

Note

• Only report details for rooms/units/apartments/ suites which provide short-term non-residential accommodation (i.e. not on a lease basis).

Including

Excluding

- · Fold away beds and sofas permanently made up as beds
- Cots · Temporary beds

Rooms/units/apartments/suites	,
Single/bunk beds	2
Double/queen/king size beds	2

Number of room/unit nights

Definition

• Room/unit nights are the total number of room/unit/ apartment/suites occupied each night over the month. Add nightly figures to obtain monthly totals.

Note

• The number of room/unit nights must not exceed the number of guest nights reported in Question 6.

Excluding

· Rooms/units booked, but not occupied

	April
	May
	June
5	Number of guest nights
	Definition

• Guest nights are the total number of guests staying each night over the month. Add nightly figures to obtain monthly totals.

Incluaing	Excluaing
• Children occupying beds	 Babies in cots
 All paying guests 	 Non-paying guests/staff

April	
May	
June	

7 Number of guest arrivals

Definition

• Guest arrivals are the total number of new people counted only on the day they arrive. Add nightly figures to obtain monthly totals.

Note

Including

• The number of guest arrivals must not exceed the number of guest nights reported in Question 6 (0)

• Children occupying beds • Babies in cots

Excluding

All paying guests	 Non-paying guests/staff
April	
May	
June	

8 Accommodation takings including GST

Note

Where accommodation, meals or other revenue are a combined total, only supply the proportion allocated to accommodation including its GST component.

Including

· Gross takings (including GST) derived from the provision of accommodation only

Excluding

• Takings from shops, kiosks, restaurants, bars, laundries, etc.

April	\$,	,	.00
May	\$,	,	.00
June	\$,	,	.00

Were you able to provide the above figures inclusive of GST?

Yes	
No	

10 Is the information provided (Questions 5-8) representative of exact calendar months?

Note

- This form is designed for exact calendar months.
- If this establishment does not report by exact calendar months, please indicate the number of days reported.

Yes		Go to Que	estion 11		
No [Please spe	ecify days	s actually	reported
April	• • • • • •				
May					
June					

11 Please provide comments

(Please use BLOCK letters)

- on any reporting problems or information unrelated to specific data you have supplied on this form or worksheet
- on any data you have supplied on this form or worksheet (e.g. related to unusual movements or other factors)
- on any questions which caused problems or suggested improvements to this form or worksheet



12 Please provide an estimate of the time taken to complete this form

Including

- The time actually spent reading the instructions, working on the questions and obtaining the information
- The time spent by all employees in collecting and providing this information
- The time spent by all employees to complete the worksheet sent to you at the beginning of the quarter

