



Household Expenditure Survey

June 2015 - June 2016

Personal Diary

This diary starts on

and finishes on inclusive.

Name

Please complete this Diary for one full week. An ABS interviewer will return to collect the

Diary on at

Help Available

Please complete this Diary for one full week. If you have any problems with filling in this Diary

please contact

Please open this FLAP for important Diary keeping instructions

Purpose of Collection

You have been included in a survey being conducted by the Australian Bureau of Statistics (ABS) to collect information on expenditure on a day-to-day basis to provide vital information on the spending habits of Australian households.

Collection Authority

The information asked for is collected under the authority of the *Census and Statistics Act 1905*. Your cooperation is sought in completing the diary on the dates specified above and returning the diary to the ABS Interviewer.

Confidentiality

The answers you provide will be treated confidentially. The ABS is required by the *Census and Statistics Act 1905* to maintain the secrecy of all information provided to it. No information will be released in a way that would enable an individual or household to be identified.

Australian Statistician

Interviewer use only:

Translation

Language

Diary Number

WKLD

PSU

BLK

DWG

HH

PER

Key points to fill in your Diary

Note

- Please fill in your Diary each day.

Include

- All items paid for by cash, debit card, EFTPOS, cheque, direct debit, Paypal
- All items bought on a credit card on the day they are purchased
- Pay deductions such as union fees
- Payment to a household member who is under 15 (e.g. pocket money)

Exclude

- Payments which will be fully refunded by any person or organisation outside the household
- Payments which will be fully charged to your business or farm for taxation purposes
- Details of payments to a member of your household who is also keeping a Diary

Diary Keeping Instructions

Food and Drink

- Specify if meal was eat-in or take-away.
- For eat-in meals, record drinks separately.
- Record whether fresh, frozen, tinned or dried.
- Record type of fruit and vegetables (e.g. apples).
- Record type of meat (e.g. lamb chops).

Internet Purchases

- Record in Australian Dollars if known, otherwise record the currency purchased in (e.g. \$15 (US)).

Clothing, Footwear, Haircuts

- Record whether mens, womens, girls, boys or infants.

Holiday Expenses

- Specify number of nights away in the **Description of Item** column and specify all expenses separately rather than as a single item (e.g. motel accommodation (3 nights), petrol (3 nights), airfare (3 nights)).

Thank you for your cooperation with this survey.

Your assistance in recording your day-to-day purchases in this Diary is important.

The information collected in this survey and the information from the Diaries will provide valuable data to allow comparisons of the spending patterns of different types of Australian households.

Before you start to fill in this Diary, please read the notes and examples on pages 3-7.

How to fill in this Diary

Record all payments and purchases during the next week in your Diary:

- Each day, write down **everything** you spend money on. It does not matter how large or small the amount, or whether you used cash, a credit or debit card, or a cheque.
- Don't forget to record any bill payments (e.g. power and phone accounts), including those paid by credit card, BPAY, direct debit, etc.
- If you have attached a docket, **only write the total** docket amount in the Diary.
- Write 'NIL' on the first line if you don't spend anything on a particular day.

The only items which should be excluded are the following:

- **Exclude** details of payments to a member of your household who is keeping a Diary.
- **Exclude** details of payments which will be **fully refunded** by any person or organisation outside the household.
- **Exclude** details of payments **fully charged** to your business or farm for taxation purposes.

Complete the Diary as follows:

- Record all payments and purchases in **A** apart from those that are more appropriately included in **B** to **F**.
- Record winnings from lottery, online gambling, TAB, poker machines, etc. in **B**.
- Record payments which will be partly refunded in **C**.
- Record goods and services obtained from, or paid for, by your employer in **D**.
- Record payments which will be partly charged to your business or farm in **E**.
- Record goods and services obtained from your business or farm in **F**.

Credit Cards

- Record items bought on credit cards (e.g. Mastercard, David Jones card) on the day they are purchased.
- When money is paid off a credit card, record only the type of card and the amount paid.

Payments of accounts other than credit card bills (e.g. newspaper or phone accounts)

- Enter details of items purchased on the day the account is actually paid.
- Give details of **each** item on the account.

How to fill in this Diary

- Show the **type of payment** (e.g. store card, cash, cheque, credit card, pay deduction, EFTPOS, BPAY, Paypal, direct debit).
 - Dockets can be attached. For each docket, write 'Docket attached' in the **description of item** column and record the total docket amount. If the information on the docket is inadequate, add in the necessary details (see page 6).
 - Tick if the product was **purchased over the internet**.
 - Give a full **description of the item** (e.g. boys haircut, mens suit, fish and chips (take away), No. 14 frozen chicken).
 - Each item must be specified individually (e.g. apples, bananas, veal steaks, beef mince, lamb chops).
 - Please do not only write 'haircut', 'suit', 'fruit' or 'meat'.
 - Show the exact **amount** of the purchase of payment, in dollars and cents (e.g. \$14.95).
 - Ensure **drinks** are listed and priced separately from meals in restaurants, clubs, etc.
 - Please specify 'eat-in' or 'take-away' for food outlets where meals can be eaten on the premises or taken away.
 - Show the weight, volume or number of items in the **quantity** column.
 - Record your share of any outlays or payments made on Lotto, bingo, lottery tickets, etc. in **A** on the day they are made.
 - Show the **type of store or outlet**. Includes places such as supermarkets, hotels and clubs, sports grounds, service stations, door-to-door sales, coffee shops, take away shops, corner stores, vending machines and theatres.
 - Record your share of any winning payouts from Lotto, bingo, lottery tickets, etc. in **B** on the day monies are paid.
 - Record total winnings - not winnings less the amount spent.
- Example**
- Poker Machines / Casino Games** - Example:
 Changed \$20 to play poker machine. (Record in **A**)
 Finished playing and left with \$15. (Record in **B**)
- TAB, Lottery and Lotto Games, etc.** - Example:
 Bought Scratchie \$2. (Record in **A**)
 Won \$10. (Record in **B**)

Attach docket/s here

Example

MON

TUE

WED

THUR

FRI

SAT

SUN

A Payments and purchases

Type of store or outlet <i>e.g. newsagency</i>	Tick if ordered over the internet	Description of Item	Quantity	Type of payment <i>e.g. cash</i>	Amount paid	
					\$	¢
		JOHNNY'S SUPERMARKETS Carrot Loose 0.770 P/G @ \$1.98 P/G 1.52 Apricot Jam 680G 3.78 Bread 850G 4.59 *Newspaper 1.30 Peeled Toms 400 G 0.99 Thick BBQ Sau 1KG 3.98 Frozen Beans 1KG 3.67 Broccoli Loose 0.515 KG @ \$3.68 /KG 1.89 BV LFM 1LT <i>Milk</i> 1.98 D X/SFT 500GR <i>Butter</i> 4.25 Juice 2 LT <i>Orange</i> 4.97 *Variety <i>Party Hats</i> 2.69 Chs/Bcn Brd 460GR <i>Bread</i> 3.55 Fruit & Veg <i>Lemons</i> 1.40 15 BALANCE DUE \$40.94 E.F.T. \$140.94				
Supermarket		Docket attached		EFTPOS	40	94
Telstra		Mobile phone bill (phone bill)		BPAY	46	72
Hardware Store		Picket palings (new fence)	120	Cheque	700	00
Hairdresser		Haircut (boys)	1	Cash	16	00
		Union fees		Payroll Deduction	15	40
Department Store		Singlet (golf)	1	Myer Card	9	50
Pharmacy Direct	✓	Vitamins	1	Paypal	14	95
Clothes Store		Lay by payment on dress (ladies)	1	EFTPOS	40	00
Milk Bar		Fish and chips (take away)	2	Cash	13	00
Restaurant		Meals (eat-in)	2	Credit card	48	60
"		Cocktail drinks	2	"	14	00
Hotel		Jug of beer	1	Cash	13	50
"		Cans of beer (take-away)	6	"	14	95
		Pocket money for children		Cash	12	00
Club		Poker machine money		Cash	20	00
Supermarket		No. 14 frozen chicken	1	EFTPOS	7	98
Ebay	✓	Lego set	1	Paypal	24	99
Ebay	✓	Delivery charge for Lego set	1	"	12	00
Service Station		Petrol	36 ltrs	Credit card	54	00
Real Estate Agent		Rental payments		Direct debit	310	00

B Winnings from Lottery, online gambling TAB, Poker Machines, etc.

Type of winnings (e.g. TAB, lottery, Tattslotto)	Amount	
	\$	¢
Poker machine winnings	15	00

How to fill in this Diary

- To help make a Diary completion easier you may attach dockets to the Diary page. **Only the total amount** on each docket needs to be written in the Diary.
- If the docket does not provide all the necessary details as shown below, either add the details to the docket or write them in the diary and cross it from the docket.
- Be careful not to write over the price on the docket.

Example of a docket

Annotations:

- Type of store or outlet
- Detailed description of item (e.g. whether frozen, dried)
- Add descriptions of items to the docket where not clear
- Account details may be crossed from the docket
- Amount paid for each item
- Type of payment (e.g. whether cash, EFTPOS)
- Record the total purchase amount in **A**
- Date of purchase

Sample Docket:

JOHNNY'S SUPERMARKETS	
Carrot Loose	
0.770 K/G @ \$1.98 K/G	1.52
Apricot Jam 680G	3.78
Wholemeal Bread 850G	4.59
*Newspaper	1.70
Peeled Toms 400 G	0.99
Thick BBQ Sau 1KG	1.98
Frozen Beans 1KG	3.67
Broccoli Loose	
0.515 KG @ \$3.66 K/G	1.89
BV LEM 1LT <i>Milk</i>	1.98
D X/SFT 20GR <i>Butter</i>	4.29
Juice 1.0L <i>Oranges</i>	4.97
*Various <i>Party Hats</i>	2.59
CHEVBCN BRD 450GR <i>Bread</i>	3.99
Fruit 6.0F&V <i>Lemons</i>	1.40
9 BALANCE DUE	\$40.94
E.F.T.	\$140.94
EFTPOS from the National Johnny's Supermarkets	
Merchant ID:	22415A
Terminal ID:	X1223
Card NO:	██████████
Expiry:	██████████
Mastercard	Cheque A/C
Purchase	\$40.94
Cash out	\$100.00
TOTAL	AUD \$40.94
Approved 00	
01/04/2014	Trans 003067
Change	\$100.00
	1/4/14
TOTAL INCLUDES GST	\$0.51

Some easily forgotten purchases and payments

- Take-away, restaurant meals
- Beer, wine, spirits
- Ice cream, lollies
- Cigarettes
- Petrol
- Newspapers, magazines
- Theatre tickets, football tickets
- Subscriptions (e.g. to magazines, concerts)
- Newspaper bills/accounts
- Laundry, dry cleaning
- Bus, train, taxi fares
- Fees to doctors, dentists, child minding (e.g. day care fees, babysitting costs)
- Repairs (e.g. to motor vehicles, shoes)
- Bills paid by phone or internet
- Automatic payments made directly by banks, etc.
- Parking and toll charges
- Club fees and subscriptions
- Children's pocket money
- Donations to charities, churches
- Lottery, online gambling, TAB, raffle tickets
- Birthday presents (specify item purchased)
- Postal charges
- Items downloaded from the internet (e.g. music, computer software)
- Lay-by payments (specify item)
- Deductions from wages such as tax, union fees, child support
- Superannuation and life insurance

SAMPLE ONLY

SAMPLE ONLY

