

Accommodation Survey Quarter ending June 2008

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the public an	Collection The Accommodation Survey are used by the distribution of the private sectors to analyse trends in the theorem of the private sectors.		
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Confidential Your comple of Statistics.	lity eted form remains confidential to the	Australian Bureau	
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Help Availal If you have J have difficul Bureau of St	problems in completing this form, or ties meeting the due date, please conti	feel that you may act the Australian	
Telephone 1800 304 48 Freecall (ex- mobile phon	8 1300 303 813 F	Mail Reply Paid 76746 Sydney NSW 2000	
Brian Rink Australian St			
Person we should cong Name	tact if and queries arise regarding this form	Telephone Number	
Signature		Facsimile Number	
		Date	
Name 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

2 8 5 or	√
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- 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

3527 \$, 2,8 4 5.00

- 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.

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

Note

• **Real Estate Agents** are **NOT** required to answer Question 1.

Definitions

- 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.

Including

- Persons paid a retainer, wage or salary
- Working proprietors and partners
- Permanent, temporary and casual employees

Excluding

- Persons paid by commission only
- · Non-salaried directors
- Self employed persons such as consultants and contractors
- Volunteers

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

2 Were there any significant changes to the establishment named on the front of this form?

Including

- Change of ownership
- Change of name
- Change of postal address

	Yes Please specify the change(s)
Y	
V	

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

No					
Yes	Please s	pecify the	e factor(s)	

4 Capacity on 30 June 2008

Definition

 Capacity is the maximum number of flats/units/houses available for accommodating short-term paying guests, time share or owner occupants for which you have sole letting rights.

Including

 Fold away beds and sofas permanently made up as beds

Excluding

- Permanent occupants
- Cots

Total number of flats/units/houses available

One bedroom

Two or more bedrooms

Total number of beds available

Single/bunk beds



Double/queen/king size beds.....



5 Number of unit nights

Definition

• Unit nights are the total number of flats/units/houses occupied on each night of the month. Add nightly figures to obtain monthly totals.

Including

- Short-term owner occupants
- · All paying guests

Excluding

- Permanent occupants
- Flats/units/houses let, but **not** occupied

April	
May	
June	
Juile	,

6 Number of unit lettings

Definition

• Unit lettings are the first night a flat/unit/house is occupied by a different tenant. Add nightly figures to obtain monthly totals.

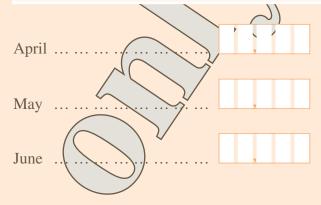
11

Note

• The number of unit lettings must not exceed the number of unit nights reported in Question 5.

Including

- Short-term owner occupants
- Commercial lettings



7 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
1			
May	\$,	,	.00
·			
June	\$,	,	.00

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

Yes

No

9 Is the information provided (Questions 5-7) 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 (Questi	on 10)			
No		Please	specif	y day	s actu	ally	report	ed
April	•••	•••	• • • • • •	•••	•••			
May		•••						
June		• • • • • •						

10 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



11 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

