



FORM 10- B

NATIONAL ACCOUNTS SURVEY 2011
RENTING OF TRANSPORT, MACHINERY AND EQUIPMENT

This survey is being conducted under the Statistics Act which makes provision of the information requested a legal requirement. **A copy of the Statistics Act can be viewed at: <http://gov.ai/statistics/policies.htm>.** This survey covers the Anguilla activity of businesses, including foreign owned businesses. The business unit for the survey is the company, partnership, sole proprietorship, etc. to which the form has been addressed unless specified otherwise on the front page of the form.

Please return in the enclosed self-addressed envelope or alternatively to:

**STATISTICS DEPARTMENT
P.O. BOX 60
THE VALLEY
ANGUILLA**

Please complete this form and return it no later than: **February 24, 2012**

For more information: **Tel:** (264) 497 - 5731 / 497 - 2451 ext. 2874
Fax: (264) 497 - 3986
Email: statistics@gov.ai

PLEASE READ INSTRUCTIONS CAREFULLY BEFORE COMPLETING

Please complete questionnaire in full. If there is no data to be provided, then mark with a 0 (zero). The first page of the questionnaire will be removed once the information has been verified so no identification will remain with your data in the database. The information will be held in **Strict Confidence** and used only for statistical purposes.

Identification of Officer responsible for completing the questionnaire

Name:..... **Telephone:**.....

Position:..... **Email address:**.....

Signature:..... **Date:**.....

SECTION 1 – DESCRIPTION OF ESTABLISHMENT AND ACTIVITIES

1.1 Name of Establishment.....

1.2 Physical Address.....

1.3 Postal Address (if different from above).....

1.4 Phone Number: (264) - Fax Number: (264) -

1.5 Business Website

FOR OFFICIAL USE ONLY
(Do not complete this box, complete all other sections)

Date Received: **AXABRN:**

Checked by: **AXACEA:**

1.6 Activity of Establishment. List activities in order of importance.

1.
2.

1.7 Information provided is for the financial year:

From20__ to 20__

1.8 Month and year operation started.....

1.9 Type of Ownership Structure (please indicate by a [V])

Individual proprietor [] Partnership []

Private Corporation [] Public Corporation []

Other specify.....

1.10 Ownership of equity:

..... % National % Foreign
 (state country)

1.11 Are units rented with an operator (driver)? Yes [] No []

1.12 State the total number of units and costs available for rental to paying clients:

Units available	Dec – April (Winter)		April – Dec (Summer)	
	Number	Rate	Number	Rate
Car				
Jeep				
Truck				
Heavy Equipment				

1.13 State the number of persons on payroll at the end of the following periods:

Full-time (FT): 35 hours or more per week. Part-time (PT): less than 35 hours per wkly

Pay Period	(A) Working Proprietors		(B) Unpaid Family Workers		(C) All other Employed		(A+B+C) Total Employed	
	FT	PT	FT	PT	FT	PT	FT	PT
June 2011								
December 2011								

Financial information can be provided in either the Eastern Caribbean Dollar (EC\$) or the United States Dollar (US\$). Please tick [v] the currency that is used for reporting in the appropriate box. For any currency conversions, the following exchange rate can be used: US\$1.00 = EC\$2.6882.

SECTION 2- REVENUE

INFORMATION IS FOR THE FINANCIAL YEAR 2011		US \$		EC \$	
SALES AND OTHER RECEIPTS		\$			
2.1	Income from rental of transport vehicles				
2.2	Income from rental of machinery and equipment				
2.3	Income from the rental of buildings				
2.4	Income from rental of household goods				
2.5	Interest and dividends received on savings, shares, securities etc.				
2.6	Grants, donations and subventions received				
2.7	Gain (Loss) on disposal of assets				
2.8	Gain (Loss) on foreign exchange transactions				
2.9	Other operating income				
TOTAL REVENUE (sum 2.1 to 2.9)					

SECTION 3 – CURRENT EXPENDITURE

INFORMATION IS FOR THE FINANCIAL YEAR 2011		US \$		EC \$	
LABOUR COSTS		\$			
3.1	Gross wages and salaries paid to employees				
3.2	Contributions by employers for employee:				
3.3	Director's Fees				
3.4	Cost of housing, medical, welfare facilities etc provided primarily for employees (excluding charities and donations)				
3.5	Payments in kind (e.g. subsidized meals, staff transport etc.)				
3.6	Other labour cost – specify _____ (if greater than the expenses listed above please give details)				
3.7	TOTAL LABOUR COSTS (sum 3.1 to 3.6)				
3.8	Insurance payments (property, machinery, vehicles etc)				
3.9	Depreciation				
3.10	Bad debts written off				
3.11	Donations				
3.12	Cost of Electricity				
3.13	Cost of Water				
3.14	Office Supplies				
3.15	Communications (telephone, postage, courier, etc)				
3.16	Professional Fees				
3.19	Cost of Fuel (including petrol, diesel and gas)				
3.20	Sub-contract work				
3.21	Rental/lease of machinery, equipment and vehicles				
3.22	Rental/lease of building and land.				
3.23	SUBTOTAL (sum 3.7 to 3.22)				

CURRENT EXPENDITURE continued		US \$		EC \$	
Balance B/fwd 3.23					
3.24	Royalties & Trademarks				
3.25	Interest Payments				
3.26	Computer services and maintenance of office equipment				
3.27	A Maintenance and repairs of vehicles				
	B Maintenance and repairs of building and property				
3.28	Advertising and Promotion				
3.29	All taxes, duties and levies paid to government (fees, licenses etc)				
3.30	Scholarships and Training				
3.31	Research and development				
3.32	Transportation costs (hired)				
3.33	Non- road transport and travel costs				
3.34	Cost of other materials and supplies purchased				
3.35	Cost of waste disposal and other sewerage charges				
3.36	Other Current Expenses (not included elsewhere)				
TOTAL OPERATING EXPENSES (sum 3.23 to 3.36)					

SECTION 4 – CAPITAL TRANSACTIONS

INFORMATION IS FOR THE FINANCIAL YEAR 2011		US \$		EC \$	
CAPITAL TRANSACTIONS		\$			
Provide the value of the fixed assets at acquisition, sale or disposal		Acquisition during 2011		Disposal/Sale during 2011	
4.1	Land				
4.2	Buildings Constructed/ Existing Buildings				
4.3	Machinery & Equipment				
4.4	Vehicles				
4.5	Computer services (computer hardware, software, network ware, specialist packages etc)				
4.6	Other Constructions (roads, sewage etc.)				
4.7	Other Capital Expenditure (specify)				
TOTAL CAPITAL TRANSACTIONS (sum 4.1 to 4.7)					

SECTION 5 – RESEARCH AND DEVELOPMENT

RESEARCH AND DEVELOPMENT		1 or 2
5.1	If anyone within the business covered by this return was engaged in research and development work on a regular basis during the year, please enter '1' in the box provided. If not, please enter '2'	

SECTION 6 – E-COMMERCE

E-COMMERCE		1 or 2
If you use the Internet, Electronic Data Interchange or any other electronic network (excluding e-mail) to: -		
6.1	Place orders for goods or services; please enter '1' in the box. If not, please enter '2'.	
6.2	Receive orders for goods or services; please enter '1' in the box. If not, please enter '2'	
6.3	If your systems to place or receive electronic orders are directly linked to your firm's production, logistics or service provision, please enter '1' in the box provided. If not, please enter '2'	

SECTION 7 – NUMBER OF RENTED VEHICLES

NUMBER OF RENTED VEHICLES		2011 NO. RENTED
Please state the number of vehicles available for rented during the financial year for the categories provided below : -		
7.1	Cars	
7.2	Mini-Vans	
7.3	Jeeps	
7.4	Other transport vehicles	
Total Vehicles (7.1 to 7.4)		

SECTION 8 – MISCELLANEOUS

MISCELLANEOUS		
Please give informed estimates if figures are not readily available.		
8.1	The percentage of income earned by your establishment in 2011 that came directly from visitors to Anguilla.	%
8.2	The total value of goods (c.i.f) purchased directly from abroad for the years provided. Please specify currency: EC\$ <input type="checkbox"/> or US\$ <input type="checkbox"/>	2011
		2010
		2009

Please feel free to add any additional comments or notes regarding the data provided.

*Your assistance and patience are greatly appreciated.
Thank You!*

YOU MAY FIND IT USEFUL TO TAKE A COPY OF THIS FORM FOR FUTURE REFERENCE OR TO ANSWER ANY QUERIES THAT MAY ARISE.

EXPLANATORY NOTES

2.5	Interest Earned(Received)	Income receivable by the owners of certain types of financial assets such as deposits, loans, securities, etc.
2.5	Dividends	Income to which shareholders become entitled to as a result of placing funds at the disposal of corporations.
2.9	Other operating income	Income from other sources related to the business, e.g., rental of buildings and equipment, commissions, ledger fees, exchange gain/loss, miscellaneous income, etc. Exclude grants, donations and subventions received, gains or losses on the sale of fixed assets and bad debts recovered.
3.2	Contributions by employer for employees	Include the employer's contributions to pension, insurance, social security and other schemes on behalf of employees.
3.8	Insurance	Premiums paid for motor vehicle, property and marine insurance.
3.9	Depreciation and / or Amortization	Includes the amount allocated during the reporting period to amortize the cost of acquiring long-term assets over the useful life of the asset.
3.10 & 3.11	Bad debts , net of recoveries and donations	Include financial claims that can no longer be collected because of bankruptcy or other factors.
3.15	Telephone, postage and other communication	Include cellular phone charges, the cost of courier and messenger services, fax, telex, and internet services.
3.16	Professional Services	Include expenditure on legal, accounting, audit, architectural and engineering services, management and other consultancy services.
3.26	Computer services and maintenance of office equipment	Include maintenance and repair of office and accounting machinery and of computers and computer peripheral equipment.
3.28	Advertising and Marketing	Include entertainment expenses.
3.29	Other taxes and licences	Include business fees, business and professional licences, property taxes, vehicle licences, and other fees paid to government on behalf of the business.
3.36	Other expenses	Include security services, janitorial services and other expenditures such as subscriptions, research and development, etc. <i>Exclude bad debts, extraordinary items and other non-current items of expenditure.</i>
4.2	Buildings	Value of new and existing buildings acquired during the year, less disposals of existing buildings. Include the value of extensions and major renovations to existing buildings.
4.3	Machinery, equipment and other fixed assets	Value of all new or second hand machinery and equipment, including transport equipment; office, accounting and computer equipment, including computer software; furniture, fixtures and furnishings and other durable goods acquired during the year, less disposals of similar items.