

U.S. DEPARTMENT OF COMMERCE
Economics and Statistics Administration
U.S. CENSUS BUREAU



FORM
SA-721
(9-24-2002)

DUE DATE ▶

ANNUAL ACCOMMODATION AND FOOD SERVICES REPORT 2002

NOTICE — Your response is required by law. Title 13, United States Code, requires businesses and other organizations that receive this questionnaire to answer the questions and return the report to the U.S. Census Bureau. By the same law, **your report is confidential.** It may be seen only by persons sworn to uphold the confidentiality of Census Bureau information and may be used only for statistical purposes. Further, copies retained in respondents' files are **immune from legal process.**

Any questions call 1-800-772-7851

PROMPT RETURN WILL RESULT IN CONSIDERABLE SAVINGS TO YOUR GOVERNMENT.

RETURN TO
 ▶ **U.S. CENSUS BUREAU**
 1201 East 10th Street
 Jeffersonville, IN 47132-0001
 FAX 1-800-447-4613

(Please correct any error in name, address, and ZIP Code)

GENERAL INSTRUCTIONS

Please read all instructions and complete all items in this report. If book figures are not available, carefully prepared estimates, labeled "Est." are acceptable.

If the ID in the address label is an Employer Identification Number (EIN), this report should cover ALL accommodation and food services establishments whose payroll was reported on the Employer's Quarterly Federal Tax Return, Treasury Form 941, **under the EIN** shown. If not, this report should cover ALL accommodation and food services locations operated by your company and its subsidiaries in the United States (all 50 States and District of Columbia), except for subsidiaries or operating units which have been requested to submit separate Annual Accommodation and Food Services Reports to the U.S. Census Bureau.

Data for locations operated by other firms, such as by franchise, should be excluded entirely from this report.

For those locations acquired or sold during 2002, only include data for the period they were operated by your firm.

Include in all items of this report, leased departments and concessions operated by this firm in establishments of others (e.g., restaurants in hotels, concession operations in sports stadiums).

Exclude from all items of this report, departments and concessions operated by other firms in your locations.

SPECIAL INSTRUCTIONS

Item 1A TOTAL RECEIPTS FOR 2002

See instructions for detailed directions.

Book figures for the calendar year 2002 should be reported in items 1a through 1c below. If book figures for the calendar year are not available, carefully prepared estimates for the calendar year are preferable to book figures covering another period.

a. Operating receipts, excluding sales and other taxes — **Include e-commerce sales. Do not include in item 1a receipts collected from customers for carrying charges or other charges for credit or sales taxes which were forwarded directly to taxing authorities.** →

b. Were sales taxes or other taxes (i.e., amusement, occupancy, use, etc.) collected from customers and forwarded directly to taxing authorities?

- 120 1 YES — Report the amount of such taxes collected. →
 2 NO

c. TOTAL receipts including sales taxes collected and forwarded directly to taxing authorities — Sum of items 1a and 1b →

2002	
Dollars	Cents
100	.00
\$.00
102	.00
\$.00
103	.00
\$.00

Item 1B E-COMMERCE RECEIPTS FOR 2002

E-commerce sales and other operating receipts are sales of goods and services, where an order is placed by the buyer or price and terms of the sale are negotiated over an Internet, extranet, EDI network, electronic mail, or other online system. Payment may or may not be made online.

a. Did your firm have e-commerce sales/receipts during 2002?

- 130 1 YES 2 NO — SKIP to Item 1C.

b. E-commerce sales/receipts by your firm for 2002 (Include e-commerce receipts in item 1Aa. Exclude sales taxes.) →

2002	
Dollars	Cents
113	.00
\$.00

CONTINUE ON REVERSE SIDE →

Item 1C REPORT PERIOD	104	Month	Day	Year
a. Do the data reported in items 1A and 1B represent the calendar year (January 1 through December 31) for 2002?	From			
121 1 <input type="checkbox"/> YES — Go to item 2A	105			
2 <input type="checkbox"/> NO — Enter the period that the data represent. _____	To			

Item 2A OWNERSHIP OR CONTROL	Name of owning or controlling company 051			
Is this company owned or controlled by another company?	Address — Number and street			
050 1 <input type="checkbox"/> YES _____	City, State, ZIP code			
2 <input type="checkbox"/> NO <input checked="" type="checkbox"/>				
	052	EI Number (9 digits)		
		-		

Item 2B NUMBER OF LOCATIONS	Number as of December 31, 2002
Enter the total number of accommodation and food services establishments covered by this report as of December 31, 2002. _____	110

**INSTRUCTIONS
OPERATING RECEIPTS**

INCLUDE in item 1

- Credit and cash sales/receipts of merchandise

EXCLUDE from all parts of item 1

- Carrying or other credit charges
- Commissions from vending machine operators
- Commissions from sale of government lottery tickets

SPECIFIC INSTRUCTIONS

Contract feeding
If terms of contract are —

• Management fee basis	Management fees plus reimbursement for the cost of food, labor, and other operating expenses
• Profit-loss basis	All sales to customers
• Cost-plus basis	Sales to customers plus fees or supplements from clients

HOTELS, MOTELS, AND ROOMING HOUSES — Includes commercial and institutional locations engaged in furnishing lodging, or lodging and meals, on a fee basis, such as:

- Hotels, motels, tourist courts
- Rooming and boarding houses

Report receipts from guestroom or unit rentals; rentals of public rooms such as ballrooms, conference rooms, etc.; sales of meals, alcoholic beverages, and other merchandise; your share of gaming operations; and receipts from valet, laundry, parking and other guest services if these services are provided by your firm. Include in your report, hotels owned by others where you provide both management and operating staff.

E-commerce sales and other operating receipts are sales of goods and services, where an order is placed by the buyer or price and terms of the sale are negotiated over an Internet, extranet, EDI network, electronic mail, or other online system. Payment may or may not be made online.

REMARKS 962	CENSUS USE 961
-----------------------	--------------------------

Public reporting burden for this collection of information is estimated to average 24 minutes per response, including the time for assembling data from existing records and completing the form. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to: Paperwork Project 0607-0013, U.S. Census Bureau, 4700 Silver Hill Road, Stop 1500, Washington, DC 20233-1500. You may e-mail comments to Paperwork@census.gov; use "Paperwork Project 0607-0013" as the subject. **PLEASE INCLUDE FORM NAME AND NUMBER IN ALL CORRESPONDENCE.** Respondents are not required to respond to any information collection unless it displays a valid approval number from the Office of Management and Budget. This 8-digit number appears in the top right corner of this form.

Item 3 CERTIFICATION — This report is substantially accurate and has been prepared in accordance with instructions.			
Name of person to contact regarding this report <i>Print or type</i> 950	Address — Number and street, city, State, ZIP Code 951	954 Telephone	
		Area code	Number
		Extension	
		955 Fax number	
		Area code	Number
Signature of authorized person	Title 952	Date 953	
			956 Internet address (firm's homepage)
			http://

REMARKS

962

CENSUS USE
961

Item 8 CERTIFICATION — This report is substantially accurate and has been prepared in accordance with instructions.

Name of person to contact regarding this report <i>Print or type</i> 950	Address — <i>Number and street, city, State, ZIP Code</i> 951		954 Telephone		
			Area code	Number	Extension
			955 Fax number		
Signature of authorized person	Title 952	Date 953	Area code	Number	
			956 Internet address (firm's homepage)		
			http://		