

Appendix 5 Form of Questionnaire

Questionnaire for establishments

Monthly Survey on Service Industries Questionnaire for Expanded Survey (for establishments)

Statistics Bureau, Ministry of Internal Affairs and Communications

Please describe the establishment printed below.

Please fill in as it may be necessary to contact you.

Department _____
 Name _____
 Telephone () - (Extension:)

General Statistical Survey
 (Obtained approval from the Minister for Internal Affairs and Communications)
 (Survey period: 1st May 2010)

This is an important survey carried out under the Statistics Act (No. 23 of 2007) with the approval of the Minister for Internal Affairs and Communications. We use only the statistical purposes to provide full and accurate information regarding your establishment.
 The survey will be statistically processed and not used for tax purposes.

1. Legal organization and amount of capital, etc. (as of the end of June 2015)

1	2	3	4	5	6	7	8
Individual proprietorship	Stock company (including limited company)	General partnership company and limited partnership company	Limited liability company	Mutual company	Foreign company	Corporation excluding company	Organization other than corporation

1. (2) Amount of capital, investment or fund
 thousand yen

Instructions
 -See the back of the questionnaire and the separate booklet "How to fill out the questionnaire for Expanded survey (for establishments)" on filling out the form.
 -Please use a black or blue ballpoint pen to fill in.
 -For correction of entries, please use double lines to strike through and make correct entries.
 -When filling in number cells, if there is no applicable data, enter a "0". Do not leave the cell blank.
 -When filling in cells for money amounts, use units of 1,000 yen, rounding off to the nearest 1,000 yen.

2. Your establishment's annual sales (income) etc.

Year 20 ____

Please provide information of the period from January to December of the year indicated.
 If you can't provide information of this period, please provide it of the accounting period which most largely includes the period indicated.

Accounting period (12 months): Year ____ to ____
 Month ____ to ____

Tax exclusion For consumption tax, make entries including tax in principle. If it is difficult to do so for accounting purposes, make entries excluding tax and enter a check mark in the box.

2. (1) Annual sales (income)
 Please enter amounts rounded off to the nearest 1,000 yen.
 thousand yen

2. (2) Annual budget (income), etc. for the supply of business activities
 thousand yen

3. Your establishment's type of major business activity

Your establishment's major business activity
 ____-____-____

Describe your current major business activity.
 (Only required if you circled "2 No" at left.)

Circle the appropriate number.
 1 Yes 2 No

4. Number of persons working at the location of your establishment as of the end of June 2015 (Provide the figure for the business day closest to the end of the month.)

① Salaried directors, individual proprietors, and non-paid family workers	② Full-time employees	③ Other than full-time employees (part-timers and temporary workers, etc.)	④ Non-regular workers (including part-timers and temporary workers other than ③)	Aggregates (Totals for ①-④)
____	____	____	____	____

4. (2) Persons temporarily transferred or dispatched from other enterprises, etc.

[Remarks] If any major changes have occurred with regard to your establishment, please provide details.

- Merged with other company (organization, etc.) in the past 12 months
- Spun off into a separate entity (split of a corporation) in the past 12 months



Please take care not to smudge, fold or roll.

4. Number of persons working at the location of your company (organization, etc.) at the end of June 2015
 (Provide the figure for the business day closest to the end of the month.)

*Please enter "0" if there is no applicable person, not to leave it blank.

4. (1) Number of persons engaged in each of your company's (organization) business activities (excluding dispatched or temporarily transferred employees to other companies)	Regular employees		④ Non-regular workers (including part-timers and temporary workers other than ③)	Aggregates (Totals for ①-④)	(Remarks: For each business activity) If the number of employees at the end of June differs greatly than that for other months, please provide details.
	① Salaried directors	② Full-time employees (part-timers and temporary workers, etc.)			
1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
3	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
4	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
5	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

5. Activity conditions by area Please provide the situation of the same period as you entered in "3. Your company's (organization, etc.) annual sales (income) for each business activity".

Business activity 1
 Circle the number of the item which best describes the condition of this business activity.
 The business activity is /Area Name/

1 restricted to the area above.
 2 not restricted to the area above (including overseas operations).

If "2" above is selected, please provide details of the condition of business activity 1 in the text box on the left side of the By Area Form A.

Go to "By Area Form A" (pages 3 to 4).

Business activity 2
 Circle the number of the item which best describes the condition of this business activity.
 The business activity is /Area Name/

1 restricted to the area above.
 2 not restricted to the area above (including overseas operations).

If "2" above is selected, please provide details of the condition of business activity 2 in the text box on the right side of the By Area Form A.

Go to "By Area Form A" (pages 3 to 4).

Business activity 3
 Circle the number of the item which best describes the condition of this business activity.
 The business activity is /Area Name/

1 restricted to the area above.
 2 not restricted to the area above (including overseas operations).

If "2" above is selected, please provide details of the condition of business activity 3 in the text box on the left side of the By Area Form B.

Go to "By Area Form B" (pages 5 to 6).

Business activity 4
 Circle the number of the item which best describes the condition of this business activity.
 The business activity is /Area Name/

1 restricted to the area above.
 2 not restricted to the area above (including overseas operations).

If "2" above is selected, please provide details of the condition of business activity 4 in the text box on the right side of the By Area Form B.

Go to "By Area Form B" (pages 5 to 6).

(Remarks)

If any major changes have occurred with regard to your company (organization, etc.), please provide details.
 *The choices below have been provided as examples of special remarks. Circle the number of either item if it is applicable.

1. Merged with other company (organization, etc.) in the past 12 months
2. Spun off into a separate entity (split of a corporation) in the past 12 months

By Area Form A 1/2 (The text box for overseas operations is at the bottom of this page.)

5. Activity conditions by area Please provide the situation of the same period as you entered in "3. Your company's (organization, etc.) annual sales (income) for each business activity".

Business Activity 1

1										thousand yen	or							%
2										thousand yen	or							%
3										thousand yen	or							%
4										thousand yen	or							%
5										thousand yen	or							%

Business Activity 2

1										thousand yen	or							%
2										thousand yen	or							%
3										thousand yen	or							%
4										thousand yen	or							%
5										thousand yen	or							%

6										thousand yen	or							%
7										thousand yen	or							%
8										thousand yen	or							%
9										thousand yen	or							%
10										thousand yen	or							%

11										thousand yen	or							%
12										thousand yen	or							%
13										thousand yen	or							%

6										thousand yen	or							%
7										thousand yen	or							%
8										thousand yen	or							%
9										thousand yen	or							%
10										thousand yen	or							%

11										thousand yen	or							%
12										thousand yen	or							%
13										thousand yen	or							%

By Area Form A 2/2 (Continuing from Page 3)

5. Activity conditions by area Please provide the situation of the same period as you entered in "3. Your company's (organization, etc.) annual sales (income) for each business activity".

Business Activity 1

26										thousand yen	or						%
27										thousand yen	or						%
28										thousand yen	or						%
29										thousand yen	or						%
30										thousand yen	or						%

Business Activity 2

26										thousand yen	or						%
27										thousand yen	or						%
28										thousand yen	or						%
29										thousand yen	or						%
30										thousand yen	or						%

31										thousand yen	or						%
32										thousand yen	or						%
33										thousand yen	or						%
34										thousand yen	or						%
35										thousand yen	or						%

36										thousand yen	or						%
37										thousand yen	or						%
38										thousand yen	or						%

31										thousand yen	or						%
32										thousand yen	or						%
33										thousand yen	or						%
34										thousand yen	or						%
35										thousand yen	or						%

36										thousand yen	or						%
37										thousand yen	or						%
38										thousand yen	or						%

By Area Form B 1/2 (The text box for overseas operations is at the bottom of this page.)

5. Activity conditions by area Please provide the situation of the same period as you entered in "3. Your company's (organization, etc.) annual sales (income) for each business activity".

Business Activity 3

1										thousand yen	or					%
2										thousand yen	or					%
3										thousand yen	or					%
4										thousand yen	or					%
5										thousand yen	or					%

Business Activity 4

1										thousand yen	or					%
2										thousand yen	or					%
3										thousand yen	or					%
4										thousand yen	or					%
5										thousand yen	or					%

6										thousand yen	or					%
7										thousand yen	or					%
8										thousand yen	or					%
9										thousand yen	or					%
10										thousand yen	or					%

6										thousand yen	or					%
7										thousand yen	or					%
8										thousand yen	or					%
9										thousand yen	or					%
10										thousand yen	or					%

11										thousand yen	or					%
12										thousand yen	or					%
13										thousand yen	or					%

11										thousand yen	or					%
12										thousand yen	or					%
13										thousand yen	or					%

By Area Form B 2/2 (Continuing from Page 5)

5. Activity conditions by area Please provide the situation of the same period as you entered in "3. Your company's (organization, etc.) annual sales (income) for each business activity".

Business Activity 3

26										thousand yen	or					%
27										thousand yen	or					%
28										thousand yen	or					%
29										thousand yen	or					%
30										thousand yen	or					%

Business Activity 4

26										thousand yen	or					%
27										thousand yen	or					%
28										thousand yen	or					%
29										thousand yen	or					%
30										thousand yen	or					%

31										thousand yen	or					%
32										thousand yen	or					%
33										thousand yen	or					%
34										thousand yen	or					%
35										thousand yen	or					%

31										thousand yen	or					%
32										thousand yen	or					%
33										thousand yen	or					%
34										thousand yen	or					%
35										thousand yen	or					%

36										thousand yen	or					%
37										thousand yen	or					%
38										thousand yen	or					%

36										thousand yen	or					%
37										thousand yen	or					%
38										thousand yen	or					%

39										thousand yen	or									%	
40										thousand yen	or										%

41										thousand yen	or										%
42										thousand yen	or										%

43										thousand yen	or										%
44										thousand yen	or										%

45										thousand yen	or										%
46										thousand yen	or										%

47										thousand yen	or										%
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Total (All prefectures and overseas)	3. (1) Annual sales (income) by business activity Business activity "3"										1	0	0	0	%

Business Activity 1

Total (All prefectures and overseas)	3. (1) Annual sales (income) by business activity Business activity "4"										1	0	0	0	%

Business Activity 2