# ANNUAL ACCOMMODATION AND FOOD SERVICES REPORT 2003 

DUE
DATE
NOTICE - Your report to the Census Bureau is confidential by law (Title 13, U.S. Code). It may be seen only by persons sworn to uphold the confidentiality of Census Bureau information and may be used only for statistical purposes. The law also
provides that copies retained in your files are immune from legal process.

## RETURN COMPLETED TO

U.S. CENSUS BUREAU

1201 East 10th Street
Jeffersonville, IN 47132-0001
FAX 1-800-447-4613
Any questions call
1-800-772-7851 weekdays,
8:30 a.m. to 5:00 p.m. EST
PROMPT RETURN WILL RESULT IN CONSIDERABLE SAVINGS TO YOUR GOVERNMENT.
(Please correct any error in name, address, and ZIP Code)
YOUR RESPONSE IS REQUIRED BY LAW. Title 13, U.S. Code, requires businesses and other organizations that receive this questionnaire to answer the questions and return the report to the Census Bureau.

## 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 2003, 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.

## INSTRUCTIONS <br> OPERATING RECEIPTS

INCLUDE in item 2A

- Credit and cash sales/receipts of merchandise

EXCLUDE from all parts of item 2A

- 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
- Profit-loss basis

Management fees plus reimbursement for the cost
of food, labor, and other operating expenses
All sales to customers
Sales to customers plus fees or supplements from clients

- Cost-plus basis

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.


## Item 2B E-COMMERCE RECEIPTS FOR 2003

## 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 2003?
130 1
YES
$2 \square$ NO - SKIP to Item 2C
b. E-commerce sales/receipts by your firm for 2003 (Include e-commerce receipts in item 2Aa. Exclude sales taxes.)

## Item 2C REPORT PERIOD

a. Do the data reported in items 2A and 2B represent the calendar year (January 1 through December 31) for 2003?

## $121 \quad 1 \square$ YES - Go to item 3

NO - Enter the period that the data represent. $\square$$\rightarrow$| 2003 |  |  |  |
| :--- | :--- | :--- | :--- |
| Bil. | Mil. | Thou. | Dol. |
| 113 <br> $\$$ |  |  |  |
| 104 <br> From | Month | Day | Year |
| 105 |  |  |  |
| To |  |  |  |

## REMARKS

962

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 and e-mail address of person to contact regarding this report - Print or type 950 | Address - Number and street, city, State, ZIP Code 951 |  | 954 Telephone |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: |
|  |  |  | Area code | Number | Extension |
|  |  |  | 955 Fax number |  |  |
| Signature of authorized person | $\begin{array}{\|l\|} \hline \text { Title } \\ 952 \end{array}$ | $\begin{aligned} & \text { Date } \\ & 953 \end{aligned}$ | Area code | Number |  |
|  |  |  | 956 Intern | t address | homepage) |
|  |  |  | http:// |  |  |

