



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

FORM

**QSS-9E (DRAFT)**

**QUARTERLY SERVICES SURVEY**

<b>Due Date</b>	
<p><b>Need help or have questions?</b></p> <p><b>Call</b> 1-800-772-7851 (8:30 a.m. - 5:00 p.m. ET, M-F) or <b>Visit</b> econhelp.census.gov/qss</p>	
<p><b>YOUR CENSUS REPORT IS CONFIDENTIAL.</b> This report is authorized by law (Title 13, United States Code, Sections 131 and 132). Under Section 9 of the same law, your report to the Census Bureau 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. The law also provides that information that you report cannot be used for taxation, regulation, or investigation and are exempt from release under the Freedom of Information Act. Further, copies of your response retained in your files are immune from legal process.</p>	<p><i>(Please correct any errors in name, address, and ZIP Code.)</i></p>

<p><b>Return via Internet:</b> <a href="http://econhelp.census.gov/qss">econhelp.census.gov/qss</a></p> <p>Username: <input style="width: 150px;" type="text"/></p> <p>Password: <input style="width: 150px;" type="password"/></p>	<p><b>Return via Fax:</b> 1-800-447-4613</p>	<p><b>To view Survey Results:</b> <a href="http://census.gov/services">census.gov/services</a></p>
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**GENERAL INSTRUCTIONS**

- Any significant change in this Employer Identification Number's (EIN) operations should be noted in **3**
- For establishments sold or acquired during the quarter(s), report data only for the period the establishments were operated by this EIN
- Estimates are acceptable if book figures are not available
- Enter "0" where applicable
- Dollars should be rounded to the nearest dollar
- If a figure is \$1,030,280,456 it should be reported as →

Bil.	Mil.	Thou.	DoI.
1	030	280	456

**Include:**

- All accommodation establishments located in the U.S (including the District of Columbia) reporting payroll on its latest Employer's Federal Tax Return (Treasury Form 941 or 944), **under the EIN shown in 2**
- Data for auxiliary facilities primarily engaged in supporting services to this EIN's establishment(s) such as warehouses, garages, central administrative offices, and repair services

**Exclude:**

- Data for franchised establishments not owned or managed by this EIN
- Departments and concessions operated by other firms in this EIN's establishment(s)
- Data for establishments located in U.S Territories (such as Puerto Rico, American Samoa, Guam, U.S. Virgin Islands and Northern Mariana Islands)

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**1 SURVEY COVERAGE**

**Did this EIN provide the business activities described below?**

Yes

No - Specify this EIN's business activity ↴

**2 FEDERAL EMPLOYER IDENTIFICATION NUMBER (EIN)**

**Does this firm report payroll under EIN**

Yes

No - Enter current 9-digit EIN **AND** date payroll was first reported for this EIN . . . . .

EIN (9 digits)									
	-								
Month	Day	Year							

**3 ORGANIZATIONAL CHANGE**

**A. Did this EIN experience any acquisitions, sales, mergers, and/or divestitures in the**

Yes

No - Go to **4**

**B. Which of the following organizational changes occurred in the**

Check all that apply. If more than one organizational change occurred during the reporting period, explain in **8**.

Acquisition

Merger

Sale

Divestiture

Date of organizational change . . . . .

AND

Enter detailed information below ↴

Month	Day	Year

Name of company				EIN (9 digits)			
Address (Number and street, P.O. Box, etc.)							
City, town, village, etc.			State	ZIP Code			

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**4 REPORTING PERIOD**

What time period is covered by the data provided in this report?

Calendar quarter

Other - Report beginning and ending dates . . . . .

Beginning Date		
Month	Day	Year
End Date		
Month	Day	Year

**5 SALES, RECEIPTS, OR REVENUE**

**Include:**

- Revenue from room and board
- Revenues from camp tuition and camper fees
- Receipts from guest rooms or unit rentals
- Receipts from rentals of public rooms such as ballrooms, conference rooms, etc.
- Sales of meals, alcoholic beverages, and other merchandise
- Sales of gaming operations
- Site rental and equipment usage fees
- Receipts from valet, laundry, parking, and other guest services provided by this EIN
- Credit and cash net sales of merchandise

**Exclude:**

- **Taxable establishments only** - grants and donations
- Occupancy taxes
- Carrying or other finance charges
- Commissions (such as vending machine operators, government lottery tickets, or other stores)
- Non-operating receipts (such as interest income, income from investments, and receipts from the rental or sale of real estate)
- Sales made by departments and concessions operated by other firms in this EIN's accommodation establishment(s)

**Deduct:**

- The actual value of rebates and discounts granted to the purchaser, even if granted as an increase in trade-in allowances

\$ Bil.	Mil.	Thou.	Dol.

What was this EIN's total revenue in the . . . . .

**6 and 7** Not Applicable.

**8 REMARKS** - Please use this space to explain any significant quarter-to-quarter changes, to clarify responses, or indicate where data were estimated.

**9 CONTACT INFORMATION**

Name of person to contact regarding this report (Please print)				Title				
Telephone	Area code	Number		Extension	Fax	Area code	Number	
			-					-
Website								

**THANK YOU**  
for completing your **QUARTERLY SERVICES SURVEY.**

We suggest you keep a copy for your records.

Public reporting burden for this collection of voluntary information is estimated to average 15 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to: ECON Survey Comments 0607-0907, U.S. Census Bureau, 4600 Silver Hill Road, Room EMD-8K122, Washington, DC 20233. You may e-mail comments to ECON.Survey.Comments@census.gov; use "ECON Survey Comments 0607-0907" 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 on the front of this form.

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