

Accommodation industry large sample survey, 2022

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Reference number	
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stats sa

Department:
Statistics South Africa
REPUBLIC OF SOUTH AFRICA

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Purpose of the survey

The Accommodation survey is conducted once every three to five years. The survey collects information about accommodation activities and related services. The collected information is used by government for policy formulation, decision-making and to monitor performance of the industry. These statistics can also be used in analysis of comparative business and investment decisions.

The results will be published in a statistical report (Report No. 64-11-01). These results will also be made available on our website: www.statssa.gov.za and will also be forwarded to you via email. Previous reports can also be viewed on this website.

Collection authority

The information required is collected under section 16 of the Statistics Act (Act No. 6 of 1999). Your cooperation is sought in completing and returning this questionnaire by the due date. **According to the Act, the provision of the information sought is compulsory.**

Confidentiality

Also, according to section 17 of the Statistics Act (Act No. 6 of 1999), your completed questionnaire will be **treated as strictly confidential** by Statistics South Africa (Stats SA). Results are presented in an aggregated form only.

Protection of Personal Information Act

We confirm further that the Statistics Act is consistent with the conditions stipulated in the Protection of Personal Information Act (**POPIA**) (Act No. 04 of 2013)

Reference period

This questionnaire must be completed for your financial year ending on any date between **01 July 2021 and 30 June 2022**.

Due date

Please complete this questionnaire and return it in the business reply service envelope, or email or fax it to Stats SA by **2023**.

Stats SA recommends that you retain a copy to refer to in the event of a query.

Help available

If you have problems completing this questionnaire, or find that it will be difficult for you to meet the due date, please contact:

- Name:
- Telephone number:
- Email address:
- Website: www.statssa.gov.za

Person whom Stats SA should contact if any queries arise regarding the completed questionnaire:

Name		Telephone number	
Position or title		Cellphone number	
Signature		Email address	
Date			

Please note:

- All figures should **exclude value added tax (VAT), discount allowed and discount received.**
- Only the **South African-based activities** of the enterprise should be included in the questionnaire.
- Information reported in this questionnaire should comply with South African Generally Accepted Accounting Practice (SA GAAP) or International Financial Reporting Standards (IFRS).
- The items listed under 'Include' and 'Exclude' boxes are only examples and should not be taken as a complete list of items to be included or excluded.
- Report all monetary values in **rand thousands (R'000)**. For example, if the value is R6 000, write 6, if it is R79 000, write 79, if it is R1 980 000, write 1 980 and so on.

Part 1 – General information**1. Registration of the business and the location of the business or head office**

Registered/legal name					
Trading name(s)					
Company registration number					
Income tax number					
VAT number					
Street/plot number					
Street name					
Province					
Village/town/city					
Physical address postal code					
GPS coordinates	Latitude:				
	Longitude:				
Is the entity a franchise (Mark the appropriate box with an 'X')	YES		NO		

2. Indicate your type of ownership or type of organisation (Mark the appropriate box with an 'X')

Individual (Sole Proprietor)	
Partnership	
Public company (Ltd)	
Private company (Pty Ltd)	
Public corporation	
Close corporation (CC)	
Incorporated (Inc.)	
Cooperative society (Co-op)	
State-owned enterprise (SOE)	
Non-profit institution/company/organisation (section 21)	
Joint venture	
Trust	
Other (specify)	

3. Period covered by this questionnaire

Note:

This questionnaire should be completed for the financial year of the enterprise that **ends on any date between 01 July 2021 and 30 June 2022, according to your usual reporting schedule.**

Examples

- 01 August 2020 – 31 July 2021
- 01 October 2020– 30 September 2021
- 01 January 2021 – 31 December 2021
- 01 February 2021 – 31 January 2022
- 01 March 2021 – 28 February 2022
- 01 April 2021 – 31 March 2022
- 01 July 2021 – 30 June 2022

Indicate the period covered by this questionnaire.

From							
D	D	M	M	Y	Y	Y	Y

To							
D	D	M	M	Y	Y	Y	Y

Indicate any **changes** that have occurred in this enterprise during the financial year: (Mark the appropriate box with an 'X')

Change of financial year	Takeover	Merger	Acquisition	New location	Name change	Liquidation	Closure	New company
Other (specify):								

Also indicate any **major events** that impacted significantly on sales of goods and services rendered: (Mark the appropriate box with an 'X')

Covid-19 pandemic (Lockdown)	Economic downturn	Fire	Natural disaster	Crime
Supply constraints	New contracts	Prices	Other (specify):.....	

4. Indicate the main activity, as well as any secondary activity/activities from which the enterprise derived its income during the reporting period

Definition

The **main activity** of the enterprise is the activity from which the largest part of its income is derived.

Note:

Describe the main and/or secondary activities as clearly as possible in the appropriate space.

4.1 Main activity:

.....	For official use	
.....	5-digit SIC	

4.2 Secondary activities:

.....	For official use	
.....	5-digit SIC	

5. Information and communication technology (ICT) usage (Mark the appropriate box with an 'X')

Definitions

Computing device: A device capable of receiving information (data) in a particular form and of performing a sequence of operations in accordance with a predetermined, but variable, set of procedural instructions (program), to produce a result in the form of information or signals. This includes a desktop, portable or handheld computer or device (e.g. personal digital assistants, smartphone, notebook), laptop or mainframe.

Internet banking: An electronic payment system that enables customers of a bank or other financial institutions to conduct a range of financial transactions through the financial institution's website.

Electronic government (e-government): The employment of the Internet for delivering government information and services to citizens, private companies and other public, profit, and non-profit organisations.

Digital innovation: The process of transforming a company's existing value chain with digital equivalents.

5.1 Does this enterprise use computing device for business purposes?.....

Yes	No
-----	----

5.2 Does this enterprise use the Internet for business purposes?.....

Yes	No
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5.3 If 'no', what factors prevent your company from using Internet or digital innovation?.....

Slow Internet connection	High price of data	Employees do not have the necessary skills to use Internet	ICT is not necessary to conduct our business	Other
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5.4 Which mode(s) of internet connectivity is (are) used for business purposes? (You may choose more than one option.)

Fibre	Fixed LTE	Fixed 5G	Other	None
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5.5 What are the main uses of internet or digital innovation in the enterprise? (You may choose more than one option.)

Email	Business promotions (advertising) (e.g. social networks, online market places)	e-government	e-learning	ICT-based supply chains (e.g. tracking systems) to conduct business	Information services
Internet banking	Virtual teams, remote working, telecommunity	VoIP (e.g. Skype, WhatsApp calling)	Receive orders/bookings	Place orders/bookings	Other (specify): _____

5.6 (a) Does this enterprise have a web page for business purposes?.....

Yes	No
-----	----

(b) What is the main purpose of the website?.....

Advertising of own business	Selling goods and services	Update clients with news related to your business	Other
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(c) Can financial transactions with your enterprise be undertaken on the website?.....

Yes	No
-----	----

5.7 Does this enterprise utilise an online/mobile application to receive orders?.....

Yes	No
-----	----

5.8 (a) Is the ICT department of this enterprise outsourced?.....

Yes	No
-----	----

(b) If 'yes', to what extent is ICT outsourced?.....

Fully	Partially
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5.9 (a) Does this enterprise plan to invest in ICT over the next three years?.....

Yes	No
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(b) If 'yes', how much money will be allocated for this purpose? (select the appropriate option).....

Less than R5 million	More than R5 million, but less than R10 million	More than R10 million, but less than R20 million	More than R20 million, but less than R50 million	More than R50 million
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5.10 Did your business operations cater for any of the following working from home models during the financial period concerned?.....

Fully remote	Hybrid	Not applicable
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6. Exports and imports

Note:

- If your enterprise either sold or purchased goods outside South Africa during the financial year, report the amounts received or paid.
- If your enterprise either provided or received services outside South Africa during the financial year, report the amounts received or paid.

Exclude

Capital expenditure on assets.

R'000

6.1 Goods exported: Total amount received for goods sold outside South Africa

Specify the nature and amount of the largest item included in 'Goods exported' in Question 6.1.

Description of goods exported

R'000

R'000

6.2 Goods imported: Total amount paid for goods purchased outside South Africa

Specify the nature and amount of the largest item included in 'Goods imported' in Question 6.2.

Description of goods imported

R'000

R'000

6.3 Services exported: Total amount received for services rendered outside South Africa

Specify the nature and amount of the largest item included in 'Services exported' in Question 6.3.

Type of services exported

R'000

Include

- Fees for training and management services provided to establishments outside South Africa.
- Total amount received from rendering services outside South Africa.

R'000

6.4 Services imported: Total amount paid for services rendered from outside South Africa

Specify the nature and amount of the two largest items included in 'Services imported' in Question 6.4.

Type of services imported

R'000

Include

- Training, advertising, post, courier and telecommunication services, fees for management services and legal fees paid to establishments outside South Africa.
- Total amount paid to establishments outside South Africa for services received.

Part 2 – Employment

Definitions

- **Employee** is a person (permanently, temporarily or casually/seasonally employed) who normally works the agreed hours in his/her present job.
- **Full-time employees** are those (permanent, temporary or casual) who normally work the agreed hours i.e. **40 hours or more** per week.
- **Part-time employees** are those (permanent, temporary or casual) who usually work **less than 40 hours per** week.
- **Labour/employment brokers** are agents who recruit and administer workers on behalf of the enterprise. They do not provide any other service.

7. Number of employees who received salaries and wages for the last pay period *ended on or before 30 June 2022*

Include

- Directors who received a salary and/or a fee.
- Executive, managerial, casual and any other employees who received payment but are not included on the main payroll.
- Employees who were absent for part or all of the reference period but received payment through the payroll, including those who commenced or terminated employment.
- Employees on paid leave or on leave without payment.
- Employees paid on a commission basis and a retainer, wage or salary.
- Employees who received payment through the payroll from the Compensation Fund.
- Employees based abroad but paid from South Africa.
- Working proprietors of unincorporated businesses who received payment through the payroll.

Exclude

- Subcontractors and consultants.
- Labour/employment brokers (**include in Question 8**).
- Any employees who were not paid during the reference period.
- People paid by commission only, with no salary or wage component.
- Employees based in South Africa but paid from outside South Africa.

Employment	Male employees	Female employees	Total employees
Full-time			
Part-time			
Total			

8. Number of employees employed and paid through *labour brokers/employment brokers* for the last pay period *ended on or before 30 June 2022*

Exclude

- Employees of service providers.
- Employees of subcontractors other than labour/employment brokers.

Part 3 – Income items

9. Sales of goods, **excluding VAT and discount allowed (must correspond with Part 7, Question 33)** R'000

- Include**
- Sales of goods, including food, beverages and other retail products.
 - Export sales and export freight charges.
 - Sales on long-term contracts, including progress payments billed.
 - In-house meals and beverages sales **if not part of the accommodation fee.**

- Exclude**
- Value added tax (VAT).
 - Discount allowed.
 - Interest received **(include in Question 11.1).**

10. Services rendered, **excluding VAT and discount allowed (must correspond with Part 8, Question 45)** R'000

- Include**
- Income and fees from accommodation, with or without meals and related services.
 - Casino (gaming) income.
 - Contract, subcontract and commission income.
 - Income from in-house facilities provided, if operated by this establishment.
 - Income from consulting services.
 - Management fees/charges from related and unrelated establishments.
 - Subscription and membership fees.
 - Administrative and commission charges received as an agent.
 - Railage and transport-out.

- Exclude**
- Value added tax (VAT).
 - Discount allowed.
 - Interest received **(include in Question 11.1).**
 - Export freight charges **(include in Question 9).**
 - Casino (gaming) winnings paid out to customers.

11. **Total other income (sum of Question 11.1 to Question 11.5)** R'000

- | | R'000 |
|---|---|
| 11.1 Interest..... | <input style="width: 100%; height: 20px;" type="text"/> |
| 11.2 Rental, leasing and hiring income | <input style="width: 100%; height: 20px;" type="text"/> |
| 11.3 Dividends..... | <input style="width: 100%; height: 20px;" type="text"/> |
| 11.4 Government subsidies and incentives received (only from South African government) | <input style="width: 100%; height: 20px;" type="text"/> |
| 11.5 Other income | <input style="width: 100%; height: 20px;" type="text"/> |

Include
Any other income item not listed above in **Question 9 to Question 11.4.**

Specify the nature and amount of the two largest items included in 'Other income' in **Question 11.5**

Description of sales of other income	R'000

12. **Total income, excluding VAT and discount allowed (sum of Question 9 to Question 11)** R'000

Part 4 – Inventory

	R'000
13. Total opening values	
14. Total closing values	

Part 5 – Expenditure items

	R'000
15. Purchases and transfers-in of goods, excluding VAT and discount received (must correspond with Part 9, Question 56)	

- Include**
- Purchases and transfers-in of finished goods, intermediate products and partially completed goods from related enterprises.
 - Goods for resale not intended for packaging by this establishment.
 - Goods intended for packaging by this establishment.
 - Packaging and containers.
 - Consumables, protective clothing, uniforms.
 - Motor vehicle running expenditure, including parts and fuel **if part of operating expenditure**.

- Exclude**
- Value added tax (**VAT**).
 - Discount received.
 - Subcontract and commission expenses (**include in Question 16.1**).
 - Opening and closing inventory (**include in Part 4**).
 - Railage and transport-out (**include in Question 20**).
 - Motor vehicle running expenditure including parts and fuel, **if not part of operation (include in Question 21)**.

Definition
Subcontracting is the business practice where a business employs additional enterprises or independent individuals to carry out work or deliver a service on contract to assist the company with completion of part of, or the overall project, task or activity.

	R'000
16. Subcontractors and labour/employment brokers paid (sum of Question 16.1 to Question 16.2)	

- Include**
- Commission paid (outside concerns).
 - Payments for work outsourced on contract.

- Exclude**
- Commission paid to own employees (**include in Question 17.1**).
 - Payments for transport sub-contracted out (**include in Question 20**).

	R'000
16.1 Subcontractors, excluding labour/employment brokers	
16.2 Labour/employment brokers	

Definition
Employment cost is the total cost of employment, including salaries, wages, service and other bonuses, allowances (including car allowances), overtime payments, retirement benefits, contributions to medical, pension and provident funds, unemployment insurance and accident funds and housing subsidies.

17. Total staff related costs (sum of Question 17.1 and Question 17.2)

R'000

17.1 Employment costs

Include

- Salaries and/or fees paid to directors, executives, non-executives and managers.
- Commission if a retainer, wage or salary was also paid.
- Employer's contribution to pension, provident, medical aid, sick pay and other funds, e.g. Unemployment Insurance Fund (UIF) and the Compensation Fund.
- Payments made from South Africa to employers or employees based abroad.
- Payments for all types of leave.
- Incentives payments for piecework, or profit-sharing schemes.
- Fringe benefits paid in cash, e.g. housing, mortgage and rent subsidies, transport and cellphone allowances.
- Allowances and penalty payments.
- Bonuses.
- Payments that were made during the reference period, but that relate to other pay periods, e.g. annual leave, thirteenth cheque and leave gratuity payments.

Exclude

- Severance, termination and redundancy payments (include in Question 17.2).
- Payments to subcontractors and consultants who are self-employed and not part of this enterprise (included in Question 16.1).
- Payments to labour/employment brokers (included in Question 16.2).
- Payments paid from abroad to employers or employees based in South Africa.
- Reimbursement of expenses, e.g. travel, entertainment, meals and other expenses.
- The imputed value of fringe benefits.
- Fringe benefits tax.
- Staff welfare including amenities (canteen, crèche, gym).

R'000

17.2 Severance, termination and redundancy payments

R'000

18. Leasing and hiring of plant, machinery, equipment and vehicles under operating leases

Exclude

Rental on land and buildings (include in Question 19).

R'000

19. Rental and leasing of land, buildings and other structures under operating leases

20. Railage and transport-out

Include

- Freight (by rail, road, sea and air).
- Payments for transport subcontracted out.
- Distribution costs.
- Delivery charges if invoiced separately.
- Storage and warehousing.

21. Motor vehicle running expenditure

- Include**
- Fuel for other vehicles **not part of operation.**
 - Spare parts (if not part of operation) and repairs done by own employees.
 - Motor vehicle clearance fees.
 - Motor vehicle licence fees and permits.
 - Motor vehicle parking fees.

- Exclude**
- Fuel, lubricants (including oils), gas, tyres, tubes and spare parts, **if part of operating expenditure (included in Question 15).**

R'000

22. **Total other expenditure (sum of Question 22.1 to Question 22.10)**

	R'000
22.1 Interest (finance cost)	<input style="width: 100%; height: 25px;" type="text"/>
22.2 Insurance	<input style="width: 100%; height: 25px;" type="text"/>
22.3 Levies paid	<input style="width: 100%; height: 25px;" type="text"/>
22.4 Advertising, marketing, promotions	<input style="width: 100%; height: 25px;" type="text"/>
22.5 Depreciation and amortisation	<input style="width: 100%; height: 25px;" type="text"/>
22.6 Royalties, franchise fees, copyright, trade names, trademarks and patent rights	<input style="width: 100%; height: 25px;" type="text"/>
22.7 Repairs and maintenance	<input style="width: 100%; height: 25px;" type="text"/>
22.8 Telecommunication and ICT	<input style="width: 100%; height: 25px;" type="text"/>
22.9 Utilities (water and electricity)	<input style="width: 100%; height: 25px;" type="text"/>
22.10 Other expenditure	<input style="width: 100%; height: 25px;" type="text"/>

Include
Any other expenditure item not listed above in **Question 15 to Question 22.9.**

Specify the nature and amount of the two largest items included in 'Other expenditure' in **Question 22.10.**

Description of other expenditure	R'000

23. **Total expenditure, excluding VAT and discount received (sum of Question 15 to Question 22)**

Part 6 – Profit or loss, company tax, dividends and capital expenditure on new assets for the financial year

Note:

- Provide the actual profit or loss figure as in the income statement of this enterprise for the reporting period.
- Report the result before taking into account the previous year's losses, if any.
- Loss should be indicated with a minus (-) or brackets.

	R'000
24. Net profit or loss before tax (Question 12 minus Question 13 plus Question 14 minus Question 23)	[]
25. Total company tax	[]
26. Net profit or loss after tax (Question 24 minus Question 25)	[]
27. Dividends paid or provided for	[]
28. Total capital expenditure on new assets (sum of Question 28.7, Column A plus column B)	[]

Include:

Assets acquired, renovations and additions during the financial period.

	Own assets (R'000) A	Right-of-use assets (leased) (R'000)
28.1 Capital expenditure on land, buildings and construction works, roads, parking areas and leasehold improvements.....	[]	[]
28.2 Capital expenditure on plant, machinery, furniture and fittings, construction equipment and other office equipment.....	[]	[]
28.3 Capital expenditure on computers, network equipment and other ICT equipment.....	[]	[]
28.4 Capital expenditure on motor vehicles, trucks, aircraft, boats, trailers, locomotives, fleet and other transport equipment.....	[]	[]
28.5 Capital work in progress (property, plant and equipment)	[]	[]
28.6 Capital expenditure on intangible assets (e.g. software, goodwill)	[]	[]
28.7 Other capital expenditure on new assets	[]	[]

Specify the nature and amount of the two largest items included in 'Other capital expenditure on new assets' in Question 28.7.

Description of other capital expenditure	R'000	R'000
[]	[]	[]
[]	[]	[]

28.8 Total capital expenditure on new (own and right-of-use /leased) assets (sum of column A and column B, Question 28.1 to 28.7)	[]	[]
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Part 7 – Details of sales of goods

Note:

- Report all monetary values in rand thousands (R'000).
- Restaurant, bar and off-sale facilities operated as an integral part of providing accommodation services is included.
- Total sales of goods, **Question 33**, must correspond with the value reported in **Part 3, Question 9**.

Sales of goods	Income (R'000)	For office use
Sales of food and beverages		
29. Total income from sales of food (sum of Question 29.1 and Question 29.2)		TOTAL 0029
29.1 Meal serving services with full dining on-site services or food prepared for consumption on the premises		63310 0001
29.2 Meal serving services with limited services (e.g. room service) or food prepared for consumption off the premises		63320 0001
30. Total income from sales of beverages (sum of Question 30.1 and Question 30.2)		TOTAL 0030
30.1 Alcoholic beverages		62226 0010
30.2 Non-alcoholic beverages, including bottled water		62226 0011
Other sales		
31. Groceries (excluding prepared food)		62229 0010
32. Sales of other goods		62299 9999

Specify the nature and amount of the two largest items included in 'Sales of other goods' in **Question 32**.

Description of sales of other goods	R'000

33. Total sales of goods (sum of Question 29 to Question 32) (must correspond with Part 3, Question 9)		TOTAL SALE
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Part 8 – Details of income from services rendered

Note:

- Stay unit refers to the unit of accommodation available to be charged out to guests (e.g. powered site in a caravan park, camping site, a room in a hotel, bed and breakfast or guesthouse).
- Report all monetary values in rand thousands (R'000).
- Total income from services rendered, **Question 45, must correspond with the value reported in Part 3, Question 10.**

Services rendered	Income (R'000)	For office use
A. Accommodation services		
34. Total income from accommodation services (sum of Question 35 plus Question 36 plus Question 37 plus Question 38)		TOTAL 0034
35. Total income from accommodation services charged on a (short term (daily or weekly fee) basis (sum of Question 35.1 to Question 35.4)		TOTAL 0035
35.1 Stay unit accommodation services, with daily housekeeping services		63111 0000
35.2 Stay unit accommodation services, without daily housekeeping services		63112 0000
35.3 Accommodation services in time-share properties/units; visitor flats and bungalows ; holiday homes and other accommodation		63113 0000
35.4 Accommodation services in rooms for multiple occupancy, such as in youth hostels, huts, cabins, back packers' facilities, shelters		63114 0000
36. Camp or caravan sites services, with or without ablution facilities		63120 0001
37. Recreation and vacation camp services		63130 0000
38. Total income from other accommodation services (sum of Question 38.1 to Question 38.3)		TOTAL 0038
38.1 Stay unit accommodation services for students in student residences attached to schools and universities		63210 0000
38.2 Stay unit accommodation services for workers in workers' hostels or camps, usually on a non-permanent or seasonal basis		63220 0000
38.3 Other room or unit accommodation services n.e.c		63290 0001
B. Event services based on a contractual arrangement with a customer for a specific event with or without catering		
39. Total income from event services (with or without catering) (sum of Question 39.1 to Question 39.4)		TOTAL 0039
39.1 Wedding receptions and special events		63391 0001
39.2 Conferences/conventions/seminars/workshops and team-building activities		63391 0002
39.3 Exhibitions		63391 0005
39.4 Other functions (e.g. banquets)		63391 0006
C. Gambling and betting services		
40. Total income from casino services (sum of Question 40.1 to Question 40.3)		TOTAL 0040
40.1 Tables		96929 0000
40.2 Slot machines		96929 0001
40.3 Other gambling and betting services		96929 0002

Part 8 – Details of income from services rendered (concluded)

Services rendered	Income (R'000)	For office use
D. Telecommunication services when not part of the accommodation fee (additional fee charged)		
41. Total income from telecommunication services (sum of Question 41.1 to Question 41.2)		TOTAL 0041
41.1 Telephone services (landline and mobile services)		84120 0000
41.2 Internet, Wi-Fi or email services		84200 0000
E. Other accommodation related services when not part of the accommodation fee (additional fee charged)		
42. Total income from other accommodation related services (sum of Question 42.1 to Question 42.8)		TOTAL 0042
42.1 Health, spa and beauty treatment facilities (e.g. hairdressing, barber, manicure pedicure, cosmetic treatments)		97200 0000
42.2 Housekeeping (cleaning) services		85330 0100
42.3 Laundry services		97100 0001
42.4 Guided tours, excursions, safaris, game drives(guests' requests or offers for local tourist attractions)		96422 0000
42.5 Sports facilities (e.g. gymnasium, golf course, tennis court, swimming pool)		96500 0000
42.6 Shuttle services		64114 0000
42.7 Television channels		84622 0000
42.8 Other accommodation in-house related services and facilities		63999 9999

Specify nature and amount of the two largest items included in 'Other accommodation in-house related services and facilities' in Question 42.8.

Description of other accommodation in-house related services and facilities	R'000

E. Other services rendered		
43. Administrative and management services		83115 0400
44. Other services rendered		85999 9999

Specify the nature and amount of the two largest items included in 'Other services rendered' in Question 44.

Description of other services rendered	R'000

45. Total income from services rendered (sum of Question 34 plus Question 39 plus Question 40 plus Question 41 plus Question 42 plus Question 43 plus Question 44) (must correspond with Part 3, Question 10)		TOTAL SERV
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Part 9 – Details of purchases and transfers-in of goods

Note:

- Report all monetary values in rand thousands (R'000).
- Total purchases and transfers-in of goods, **Question 56**, must correspond with the value reported in **Part 5, Question 15**.

Purchases and transfers-in of goods	R'000	For office use
Furnishings (if not part of capital expenditure)		
46. Soft furnishings (e.g. curtains, blankets, rugs), napery (e.g. tablecloths, napkins) and household linen (e.g. bedding, towels)		2710000
47. Hard furnishings (e.g. furniture, fittings, decorations, novelties)		3810000
48. Food		2340000
Beverages		
49. Alcoholic beverages		2400000
50. Non-alcoholic beverages (e.g. soft drinks, bottled water)		2440000
Other purchases		
51. Toiletries and cosmetic preparations		3500000
52. Cleaning and polishing materials, excluding Covid-19 sanitisers and disinfectants		3530000
53. Consumables (e.g. protective clothing, uniforms, small tools), excluding Covid-19 personal protective equipment		9900002
54. Covid-19 Personal Protective Equipment (PPE) (e.g. masks, gloves, sanitisers and disinfectants, digital thermometers, paper towel, eye and face protection)		300001c
55. Other purchases and transfers-in of goods		9999999

Specify the nature and amount of the two largest items included in 'Other purchases and transfers-in of goods' in **Question 55**.

Description of other purchases and transfers-in of goods

R'000

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56. Total purchases and transfers-in of goods (sum of Question 46 to Question 55) (must correspond with Part 5, Question 15)		TOTPURC
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Part 10 – Income from sales of goods and services rendered (by type of customer)

Note:

Report all monetary values in rand thousands (R'000).

Income from sales of goods and services rendered (by type of customer)	Income from local travellers (R'000) A	Income from foreign travellers (R'000)B
57. Individuals and households (for leisure travellers)		
58. Businesses (including NGO's) (for business travellers)		
59. Government (national, provincial and local), including parastatals/SOE's (for business travellers)		
60. Total income from sales of goods and services rendered (by type of customer) (sum of column A and column B Question 57 to Question 59) (must correspond with Part 3, Question 9 plus Question 10)		

Part 11 – Stay units and beds available and stay unit nights and bed nights sold

Note:

- Beds include single bed, double bed, queen-size bed and sleeping couches.

Definitions

- Stay unit is the unit of accommodation that is available to be charged out to guests, for example, a powered site in a caravan park, camping site or a room in a hotel.
- Stay unit nights sold is the total number of stay units occupied (charged out to guests) during the financial period of one year.
- Bed nights sold is the total number of beds per stay unit charged out to one or more guests during the financial period of one year.

Stay units and beds available and stay unit nights and bed nights sold	Number
61. Total number of stay units available(daily/monthly capacity) at the end of the financial year	
62. Total number of stay unit nights (guest nights) sold for the financial reporting period	
63. Total number of beds, including sleeper couches, available at the end of the financial year	
64. Total number of bed nights sold for the financial reporting period	

Part 12 – Listing, grading and booking methods

65. Listing, grading and booking methods (mark the appropriate box with an 'X')		
65.1 Is this enterprise listed and graded by the Tourism Grading Council of South Africa in June 2022?	Yes	No
Booking method		
65.2 Face-to-face or personal visit to travel agency	Yes	No
65.3 Telephonic bookings (i.e. phoned the accommodation)	Yes	No
65.4 Internet (i.e. online bookings through websites)	Yes	No
65.5 Used an app for bookings (e.g. airbnb.com, sleeping-OUT, Safari)	Yes	No
65.6 Other booking methods	Yes	No

If your response in **Question 65.6 is 'yes'**, please specify the type of booking method.

Part 13 – Electricity generated by the enterprise

66. Did the enterprise have any installed capacity for electricity generation during the financial year?.....

Electricity generated	Yes	No	
	Megawatts (MW)	Megawatt-hours (MWh)	(R'000) Cost
66.1 Installed capacity for electricity generation at the end of the financial year.....			
66.2 Electricity the enterprise generated for own-consumption during the financial year.....			

Part 14 – Geographical distribution of the activities of this enterprise

67. In the table below, indicate income from sales of goods and services rendered, number of employees, employment costs and detailed activity description of each establishment by province, municipality, village, town or city where the activity took place, of this enterprise.

Note:

Report the number of employees as on the last pay period **ended on or before 30 June 2022.**

Trading name of establishment	Province	Local or metropolitan municipality	Village/ town/ city	Income from sales of goods and services rendered (R'000)	Number of employees	Employment costs (R'000)	Total number of stay units available at the end of the financial year	Total number of stay unit nights sold for the financial reporting period	Total number of beds, including sleeper couches available at the end of the financial year	Total number of bed nights sold for the financial reporting period	Economic activity description
Total:											

(must correspond with Part 3, Question 9 plus Question 10)
 (must correspond with Part 2, Question 7)
 (must correspond with Part 5, Question 17.1)
 (must correspond with Part 11, Question 61)
 (must correspond with Part 11, Question 62)
 (must correspond with Part 11, Question 63)
 (must correspond with Part 11, Question 64)