



**SURVEY OF INTERNATIONAL TRADE IN SERVICES  
NON-RESIDENT PRODUCERS OF AIR TRANSPORT SERVICES  
QUARTER 2: (APRIL - JUNE) 2009**

CONFIDENTIAL

DISPATCHED: 30/06/09

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Please correct any errors  
in this label.

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Dear Sir\Madam,

Enclosed are two copies of the questionnaire on International Trade in Services by Non-Resident producers of Air Transport Services.

**PURPOSE:** The survey measures Fiji's services trade with other countries and is used in the compilation of balance of payments statistics.

**DUE DATE:** Please return the completed form in the postage-paid envelope by **21<sup>st</sup> July 2009**.

**COLLECTION AUTHORITY:** The information asked for is collected under the authority of the Statistics Act 1961(Cap 71). In accordance with Section 8 subsection 2 of this Act you are required to fill in one copy of the questionnaire and return it to the undersigned by the due date stated. Failure to meet this deadline could result in legal action without further notice.

**CONFIDENTIALITY OF INFORMATION:** Your completed form remains confidential to the Fiji Islands Bureau of Statistics.

**HELP AVAILABLE:** If you have problems completing this form, or feel you may have difficulties in meeting the due date, please contact the Fiji Islands Bureau of Statistics by:

**Contact**

Mrs Deena Kamoda

**Facsimile**

3 303 656

**Mail**

The Fiji Islands Bureau of Statistics  
Balance of Payments Unit  
P O Box 2221  
Government Buildings  
Suva

**Telephone**

3 315 822 Ext.121

**E-mail**

dkamoda@statsfiji.gov.fj

T. Bainimarama  
**Government Statistician**

### Please read this first

- Please complete this form for the Fijian-based activities of the business named on this label.
- **Earnings and expenses:** Report amounts earned and expenses incurred during the quarter whether or not these amounts have been received or paid. Earnings from abroad and expended incurred abroad should be reported whether or not they were received in Fiji or abroad.
- **Currency:** Convert payments and receipts denominated in foreign currency to Fijian dollars at the exchange rate applicable at the time these amounts are due.
- If exact figures are not available, please provide careful estimates.
- **Gross reporting:** Report transactions on a gross basis; that is, the total value of services provided and received should be recorded even if they are settled on a net basis.
- **Bundling** payments or receipts may be bundled for a combination of several different services, which can not be separately valued (e.g. ground handling charge and fuel consumed in flight). Classify bundled amounts to the service category which accounts for the majority of their value. **Do not report amounts where goods are the major component.**
- The items listed *including* and *excluding* are examples and should not be taken as a complete list of items to be included or excluded.

### Definitions

- A **Fiji resident** is any individual, business, or other organisation domiciled in Fiji. Fijian branches and subsidiaries of foreign businesses are regarded as Fijian residents.
- A **non-resident** is any individual, business, or other organisation domiciled overseas. Foreign branches and foreign subsidiaries of Fijian businesses are regarded as non-residents.
- **Services** are products other than tangible goods (e.g. port services and agency fees, passenger and freight services, data processing, advertising, accounting and management consulting services). **They do not include remitted profits, interest or dividends.**

## Section A – Expenses in Fiji by non-resident airlines

### 1 Air navigation and handling charges

F\$

### 2 Agency fees and commission expenses

***Including***

- All commissions, agency and retainer fees paid to agents and other third parties.

F\$

### 3 Advertising and promotional expenses

F\$

### 4 Office and administration expenses

***Including***

- All office and administration expenses in Fiji of the non-resident airline you are reporting for, e.g. rent, salaries, office maintenance etc

F\$

### 5 Crew lay over expenses (accommodation, meals, etc.)

F\$

### 6 Other transportation expenses incurred in Fiji

***Including***

- Maintenance services, fee for aircraft handling, other airport facilities, counter and baggage services, etc.

F\$

### 7 Other expenses incurred in Fiji

***Including***

- Fee for professional services, computing services etc

***Excluding***

- Tax payable to the Fijian Government

F\$

## Section B – Earnings in Fiji by non-resident airlines

- 8 Gross passenger fares earnings**  
(Also known as uplifted, availed or flown revenue)

***Including***

- Travelled revenue from all flights (scheduled, non-scheduled or charter) on all airline ticket coupons sold in Fiji by non-resident airline you are reporting for, whether or not sold on that airline's paper. Please report gross amounts before deducting any passenger fare related commissions and agency fees paid to agents and other third parties (details of other fees or commissions paid to residents by the non-resident airline are collected separately in Question 2).

Month 1 of Quarter

Month 2 of Quarter

Month 3 of Quarter

**Quarter Total**

- 9 Earnings from carriage of mail on behalf of Fijian postal authorities**

- 10 Earnings from non-transportation services provided to Fijian residents**

***Including***

- Fees for professional, technical, computing and management services etc.

***Excluding***

- Earnings from aircraft leased to Fijian resident airlines
- Maintenance, aircraft handling, counter and baggage services, etc, overseas

Please specify type of service

## Section C – Comments

- 11 Please provide comments on any of the information you have supplied on this form**

**Person we should contact if any queries arise regarding this form:**

Name: \_\_\_\_\_

Telephone No: \_\_\_\_\_

Email: \_\_\_\_\_

Facsimile No: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Thank you for completing this form**