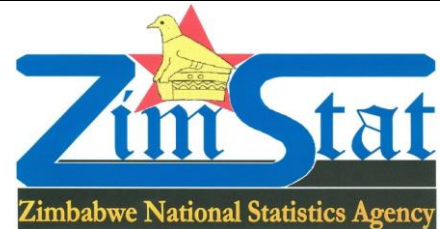


PHYSICAL ADDRESS OF ESTABLISHMENT



Zimbabwe National Statistics Agency
P.O. Box CY 342, Causeway
Harare
Telephone: +263-4-706681-8 or
+263-4-703971-7 Ext. 205
Fax: +263-4-762494
Email: cbr@zimstat.co.zw
Website: www.zimstat.co.zw

CENTRAL BUSINESS REGISTER INQUIRY

Dear Sir/Madam

The Zimbabwe National Statistics Agency (ZIMSTAT) is in the process of updating the Central Business Register (CBR). The CBR is a database on enterprises/establishments operating in the economy covering *all registered/licensed business or economic units/entities operating in Zimbabwe*.

The primary objective of establishing a CBR is to provide an up-to-date and reliable frame for economic censuses and surveys conducted by the Agency. In addition, basic statistics such as employment by sex, turnover by industry and sector can be derived from the register.

You are required in terms of the Census and Statistics Act [**CHAPTER 10:29**] of 2007, to provide accurate information concerning your enterprise/establishment for ZIMSTAT to maintain an up-to-date CBR. All information you provide in this inquiry is confidential to the Agency as provided for in the Census and Statistics Act.

We would appreciate your co-operation in promptly completing this return. If you have any queries do not hesitate to contact the CBR staff below or our Provincial Offices as provided at the back of the questionnaire.

- | | |
|------------------|--------------|
| • Mataure G. | 0712 393 980 |
| • Muchabaiwa A.Z | 0772 230 907 |
| • Size R. | 0772 275 139 |

Yours faithfully

M. Dzinotizei
DIRECTOR-GENERAL, ZIMSTAT

SERIAL NO.

FOR OFFICE USE

FOR OFFICIAL USE ONLY

PROV	DIST	WARD	SECT	E.A.	ENT. GRP.NO.	ENT. NO.	EST. NO

1. Business Details	a	Legal Name of enterprise/establishment (Registered Name)						
	b	Trading Name if different from question (a)						
	c	Date of Registration	Day	Month	Year			
	d	Registration Number						
	e	Licence Number						
	f	Business Partner Number						
	g	NSSA Number						
	h	Lease Number (if any)						
	i	Physical address from which the enterprise/establishment operates	Street Number					
			Street Name					
			Floor No.					
			Building					
			Business Area Name					
			Town					
	j	Postal Address						
k	Fixed Telephone Number							
l	Cell Numbers							
m	Fax Numbers							
n	E-mail Address							
o	Website Address							

2. What is the operating status of this enterprise/establishment? (Circle the appropriate code)	Status	Code
	Operating.....	1
	Not yet Operating (new).....	2
	Dormant (temporarily inactive).....	3

3. Year of commencement of business	Day	Month	Year		

4. Does this enterprise/establishment operate on a calendar year or financial year basis? (Circle the appropriate code)	Calendar Year.....	1
	Financial Year.....	2

5. (a) Is this enterprise/establishment owned by another enterprise? (Circle the appropriate code)	Yes.....	1
	No.....	2
	Don't Know.....	3

(b) If 'yes' in question 5 (a), give the legal name, mailing address and physical address of the enterprise?

Legal Name		
Mailing Address	Box Number	
	Town	
Physical Address	Street Number	
	Street Name	
	Location	
	Town	

6. What is the institutional sector of this enterprise/establishment (Circle the appropriate code)	Institutional Sector	Code
	Financial Corporation.....	1
	Non Profit Institution Serving Households.....	2
	Non Financial Corporation.....	3
	Households.....	4
	General Government.....	5
	Other (Specify).....	6

7. What is the type of ownership of this enterprise/establishment? (Circle the appropriate code) For codes 5-10, go to Question 9	Type of Ownership	Code
	Sole Proprietorship.....	1
	Private Limited Company.....	2
	Partnership	3
	Cooperatives	4
	Public Limited Company	5
	Parastatal.....	6
	Central Government.....	7
	Local Government.....	8
	Non- Profit Making Institution.....	9
	Other (please specify).....	10

8. Who owns the majority shares of this enterprise/establishment (Please circle the appropriate code)	Male.....	1
	Female.....	2
	Equal.....	3
	Don't Know.....	4

9. What is the main kind of economic activity in which the enterprise/establishment operates?		<i>Office Use Only</i>
		Code:

10. What are the products or service lines offered by this enterprise/establishment?							
Main Activity → Secondary Activities →	Product/Service Lines		Percentage contribution to Turnover		Percent		<i>Office Use Only</i>
	a						
	b						
	c						
	d						
	e						
Total		1	0	0%			

11. What was the total turnover for the year ending 31 December 2012 or the Financial Year of this enterprise/establishment to the nearest dollar?	Amount in words (USD)												
												
												
	Amount in figures (USD)												

12 (a). What was the total number of employees as at 31 December 2012 for this enterprise/establishment?								
Number of Employees	Full Time		Part Time		Casual		Total	
	M	F	M	F	M	F	M	F

12 (b). What were the total salaries, wages, and allowances for the year ending 31 December, 2012 for this enterprise/establishment?												
	Full Time	Part Time	Casual	Total								
Salaries, Wages and Allowances	USD	USD	USD	USD								
12 (c) What was the operating surplus/mixed income for the year ending 31 December 2012 of the establishment/enterprise?		Amount in figures (USD)										

13 (a). Does this enterprise/establishment operate at more than one physical location (<i>Circle the appropriate code</i>)	Yes.....	1
	No.....	2
	Don't Know.....	3
(b) If 'yes' in question 13 (a), how many separate locations or establishments does it operate?		
(c) Please provide the names and physical addresses of the establishments on the next page		

LEGAL NAME OF ENTERPRISE.....

Establishment	Legal Name of Establishment	Physical Address of Establishment		E-Mail Address	Phone/Cell Numbers
1.		Street No.			
		Street Name			
		Town			
2.		Street No.			
		Street Name			
		Town			
3.		Street No.			
		Street Name			
		Town			
4.		Street No.			
		Street Name			
		Town			
5.		Street No.			
		Street Name			
		Town			
6.		Street No.			
		Street Name			
		Town			
7.		Street No.			
		Street Name			
		Town			
8.		Street No.			
		Street Name			
		Town			
9.		Street No.			
		Street Name			
		Town			
10.		Street No.			
		Street Name			
		Town			

CONTACT DETAILS

Name and address of person we should contact if any queries arise regarding this form

Name: Dr./Mr./Mrs./Ms.....

Position:.....

Postal Address:.....

Fixed Telephone Numbers:..... Mobile Phone Numbers.....

E-Mail Address.....

For future correspondence, indicate the means by which you prefer this return be delivered to you: (Please tick)

E-Mail	1
Fax	2
Hand delivery	3
Postal	4
Courier Services	5

DECLARATION

I certify that the information contained in this form is correct and complete to the best of my knowledge.

Name (In Full).....

Capacity in which signed (Managing Director, Secretary, etc).....

Signed.....Date.....

For Office Use

1. Data Collection		
Enumerator	Team Leader	Supervisor
Name.....		
Date of dispatch.....	Name.....	Name.....
Date of collection.....		
Signature.....	Signature.....	Signature.....
	Date.....	Date.....
2. Coding and Data Entry		
Coded by	Data Entry by	Data Entry Verification by
Name.....	Name.....	Name.....
Section.....	Section.....	Section.....
Signature.....	Signature.....	Signature.....
Date.....	Date.....	Date.....

ZIMSTAT Provincial Contact Details

MANICALAND Postal Address: ZIMSTAT, Box 606,Mutare Phone number 020-62645 or 62526 Physical Address Government Offices, 1 st Floor Robert Mugabe St. MUTARE E-mail: tchitsamba@zimstat.co.zw manicaland@zimstat.co.zw	MASHONALAND CENTRAL Postal Address: ZIMSTAT, Box 322, Bindura Phone number 0271-6749 or 7551 Physical Address Mutungagore Government Offices, Ground Floor Thurlow Avenue, BINDURA E-mail: ttaongai@zimstat.co.zw mashcentral@zimstat.co.zw	MASHONALAND EAST Postal Address: ZIMSTAT, Box 680 Marondera Phone number 0279-23125 or 23032 Physical Address Government Offices, 1 st Floor 2 nd Street MARONDERA, E-mail: btambaoga@zimstat.co.zw masheast@zimstat.co.zw	MASHONALAND WEST Postal Address: ZIMSTAT, Box 652, Chinhoyi, Phone number 067-22732 or 22432 Physical Address Room 22, Ground Floor Seven Heroes Building, CHINHOYI, E-mail: jmujuu@zimstat.co.zw mashwest@zimstat.co.zw	MATABELELAND NORTH Postal Address: ZIMSTAT, Box 267, Hwange Phone number 0281-23038 or 0281-23143 Physical Address DA's Offices Coronation Drive, HWANGE E-mail: tmhlanga@zimstat.co.zw matnorth@zimstat.co.zw
MATABELELAND SOUTH Postal Address: ZIMSTAT, Box 230, Gwanda Phone number 0284-22565/7 Physical Address 1 st Floor, New Government Complex 4 th Avenue and Queen Street, GWANDA, E-mail: tngwenya@zimstat.co.zw matSouth@zimstat.co.zw	MIDLANDS Postal Address: ZIMSTAT, Box 269, Gweru Phone number 054-224215/223384 Physical Address DA,s Offices, 42 Lobengula Avenue, GWERU E-mail: azinhumwe@zimstat.co.zw midlands@zimstat.co.zw	MASVINGO Postal Address: ZIMSTAT, Box 870, Masvingo Phone number 039-262827 or 262256 Physical Address Public Construction Building Room 111/112 Chrome Rd, MASVINGO. E-mail: dmanjengwa@zimstat.co.zw masvingo@zimstat.co.zw	HARARE Postal Address: ZIMSTAT, Box CY342, Harare Phone number 04-703727 Physical Address Makombe Complex Harare St/ Herbert Chitepo Ave, HARARE E-mail: tdeve@zimstat.co.zw harare@zimstat.co.zw	BULAWAYO Postal Address: ZIMSTAT, Box 2111, Bulawayo Phone number 09-71245 Physical Address 2 nd Floor, Magnet House Main St/ 10 th Avenue, BULAWAYO E-mail: hngwenya@zimstat.co.zw bulawayo@zimstat.co.zw