



# 2024 Workplace Count

Welcome to the 2024 Workplace Count. By finding a few minutes to participate in this important study, you're helping us plan for future business growth in Waterloo Region.

Information collected will be anonymous and will be combined with other responses in your area to understand the business landscape in Waterloo Region. Information may be shared with Area Municipalities within the Region of Waterloo.

If you have any questions, please email [workplacecount@regionofwaterloo.ca](mailto:workplacecount@regionofwaterloo.ca), or call Tanraj Grewal, Workplace Count Coordinator, at 226-749-2614.

For more information about the Workplace Count, please visit:

<https://www.regionofwaterloo.ca/en/doing-business/workplace-count.aspx>

## **Business Information:**

Business name: \_\_\_\_\_

Location:

Street number:

Street name:

Municipality:

\_\_\_\_\_  
\_\_\_\_\_

Phone number: \_\_\_\_\_

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

Website: \_\_\_\_\_

## **Business Details:**

Year established \_\_\_\_\_

If you have more than one location, would you consider this to be your head office?

- Yes
- No
- N/A

Business description: *(Please include a brief description of the nature of your business)*

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How much of the building do you occupy? *(if you are located in a multi-tenant building, please enter the per cent of the building you occupy) or (enter the area in square feet/square meters)*

\_\_\_\_\_ % or \_\_\_\_\_ sq. feet or \_\_\_\_\_ sq. meters

Number of employees:

Full time:*(Employees who typically work more than 30 hours/week)* \_\_\_\_\_

Part-time:*(Employees who typically work less than 30 hours/week)* \_\_\_\_\_

Seasonal:

*(Employees hired for a high-volume time of year such as summer, winter holidays, etc)* \_\_\_\_\_

Business type:

- Commercial/Retail
- Industrial
- Institutional
- Office

**The following four questions intended for those who selected “office” in the previous question.**

Does your business operate in a hybrid environment?

- Yes
- No

If you answered yes to the previous question, have you reduced your office space as a result of a hybrid environment?

- Yes
- No

Within your existing space, how many additional employees could you employ before needing to expand space? *(If you operate in a hybrid environment, please **include** remote, hybrid, and in-office staff in your number)*

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How many employees are in the office on an average day? *(This number should represent the average number of in-office employees that occupy this location on a given day)*

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**Business Directory:**

*If you opt to be included in the Business Directory, you consent to having the name and contact information of your business published online to area municipalities' business directories for public use. Public Business Directories are meant to increase awareness and viability of local businesses.*

*You can request to be removed from the Directory at any time.*

- Yes, I want my business to be included in the business directory
- No, I do not want my business to be included in the business directory