EDMONTON

HOUSEHOLD TRAVEL SURVEY

GUIDE BOOK

Household ID _____

Online Password _____

Contact Name:

_____

Assigned Travel Date:

_____

Introduction

This guidebook explains what you need to do to accurately report your household activities and travel on your assigned day for the Edmonton Household Travel Survey.
This survey guidebook contains:

1. EXPLANATIONS for the three Forms (A, B and C) and their purpose.

2. EXAMPLES of completed forms and detailed information about each of the sections contained in each.

3. TRAVEL SCENARIOS to demonstrate the types of information that is important to report and how to report it.

4. FREQUENTLY ASKED QUESTIONS in boxes throughout the survey.

5. FINAL INSTRUCTIONS on what to do your completed forms.

The survey package you received should contain:

□ One Edmonton Household Travel Survey Guidebook

□ One Household Information Form (Form A)

□ Personal Information and Travel Diary booklet (Forms B & C) for each member of your household

If you are missing any of the forms mentioned, please visit www.edmonton.ca/TravelSurvey to print out any additional forms you need.

The Edmonton Household Travel Survey is a cooperative project between:

THE CITY OF Edmonton

Alberta Government

capital region board

How to complete the Edmonton Household Travel Survey

There are three forms to complete in the Edmonton Household Travel Survey. Together these are the core pieces of information that we need so that we can plan for the travel demands for the city, both now and in the future.

Form A - Household Information

Each household must complete Form A. It provides detailed information about the household, including number of people and vehicles.

Form B - Personal Information

Each person in the household must complete this form. This form asks for basic information about the person, including the main and secondary activities that the person will do each day, such as work or school. Also, the regular mode of travel to these locations is needed.

Form C - Travel Diary

On your assigned travel day, we need detailed information on what you did that day. Please be sure to include times and locations for all the things that you did, such as when you get up in the morning, go to work, travel home and so on. Part 2 has additional details about travel between activities, including mode of travel as well as parking and transit route information.

This booklets contains important instructions on how to accurately complete your travel diary. Here are some basics about the Edmonton Household Travel Survey:

Assigned Travel Day

The Edmonton Household Travel Survey covers a 24 hour period on an assigned survey day during the week of December 3 to 9, 2014. Your assigned day is indicated on the cover of this guidebook.

Communities included in the Household Travel Survey

The Edmonton Household Travel Survey is a regional travel survey that includes the following towns and counties:

- City of Edmonton
- City of Leduc
- City of Fort Saskatchewan
- City of Spruce Grove
- Parkland County
- Leduc County
- Sturgeon County
- Strathcona County

What is a Travel Survey Diary?

This is the tool you will use to record all of your activities and travel during a 24-hour period - your assigned travel day. Information requested in the diary is important to properly understand travel patterns.

Why use a diary?

Keeping the diary with you will allow you to record each activity as it occurs and helps to reduce the chance of forgetting any activities or travel on the assigned survey day. It is important that the data collected is as accurate as possible.

Who fills out the Travel and Activity Diary?

Each member of your household should fill out the Travel and Activity Diary, Forms B and C, for the 24-hour period of your assigned survey day. Travel should be recorded even if you are traveling with another member of the household; this also applies to household members who are unable to fill out their own diary (ex. babies and toddlers).

Why was my house selected?

Your household was randomly selected from within the City of Edmonton and surrounding region. Of the households invited to participate, 70% are in Edmonton and 30% are in the surrounding region.

How to complete Form A

In this Guidebook, an example set of forms has been included on the right side of the book. These reflect typical responses for a completed survey.

Type of Dwelling

This describes the physical structure of your dwelling unit. A dwelling unit could be a house, apartment or basement suite, townhouse, duplex, or mobile home, and so on. Please choose from the list provided that best describes the type of dwelling unit.

Number of Persons in Household, at Home on Assigned Travel Day and Visitors

A household consists of the entire group of persons who live in one dwelling unit and share a kitchen. Please provide the number of people who usually live in your household.

For your survey, you have been assigned a travel day (see front of Guidebook). In this box, write the number of people in your household who were at home at the start of the travel day. Please also provide the number of visitors (if any) that you had staying with you. Visitors do not need to complete travel diaries.

How will my personal information be protected?

All personal information is protected under Provincial Law and none of your personal information will be made public. Only summarized results are ever reported.

Vehicles

Please only include registered private motor vehicles, such as cars, vans, trucks, or motorcycles. Please do not include any recreational vehicles, such as quads, snow mobiles, dirt bikes or motor homes. Also, if you collect vehicles, such as classic cars, you do not need to list these vehicles on this form. If you have more than 5 vehicles, please provide the details for those additional vehicles by printing an extra copy of Form A available at edmonton.ca/travelsurvey.

Why we need this information: Air quality and the emissions that vehicles produce are important issues in transportation planning. Information on the make, model, and year of your vehicle(s) as well as the fuel type will allow for the development of accurate estimates of vehicle emissions in Edmonton and the region.

EDMONTON
HOUSEHOLD TRAVEL SURVEY

Form A - Household Information

Current Household Address

Street or Rural Address	Postal Code	City or Town
1234 Elmwood Drive	T5C 1A2	Edmonton

Type of Dwelling
Please select one

- ○ Single Detached House
- ○ Duplex/ Triplex/ Fourplex
- ● Row House
- ○ Apartment with 5 or more stories
- ○ Apartment with less than 5 stories
- ○ Manufactured or mobile home
- ○ Rooming house / collective residence
- ○ Other_____

Number of persons

How many people, including yourself, live in your household? 3

How many members of your household were home at 4:00 am on the morning of your assigned survey day? 3

How many visitors from outside of the Edmonton region were staying with you overnight on your assigned survey day? 0

Number of vehicles

How many registered private motor vehicles are available for use by your household? 2

Vehicle Details

	Vehicle Make and Model	Model Year	Gasoline	Diesel	Hybrid	Don't know	
1	Ford F-150	2005	●	○	○	○	Select one fuel type
2	Toyota Prius	2011	○	○	●	○	Select one fuel type
3			○	○	○	○	Select one fuel type
4			○	○	○	○	Select one fuel type
5			○	○	○	○	Select one fuel type

Your personal information is being collected under the authority of section 33(c) of the Freedom of Information and Protection of Privacy Act (Alberta) to complete testing of a Household Travel Survey, understand travel patterns, and to plan a transportation system for the City of Edmonton and surrounding region. The personal information is being collected by a private consultant Advanis, acting on behalf of the City of Edmonton, and the City and the Province of Alberta will share information as required to deal with the regional components of this study. Only as much of your personal information as necessary will be collected for this purpose, and it will only be used or disclosed for that purpose, a purpose closely related to it, or as otherwise required or permitted by the Freedom of Information and Protection of Privacy Act (Alberta).

If you have any questions regarding the collection, use, disclosure or destruction of the personal information collected, please contact the General Supervisor of the Policy Implementation Group, 13th Floor Century Place, 9803 102A Avenue, Edmonton, AB, T5J 3A3, 780-442-1510, and Ainsley.Brown@edmonton.ca.

How to complete Form B Part 1

Each household member should complete an individual travel and activity diary, which includes Forms B and C.

Employment or Student Status

Please indicate how you would categorize your employment or student status. This information is needed so that we can better understand your regular travel patterns. This status should reflect the main activities that make up an ordinary week. If the main activity is employment, self employment or a student, additional details regarding the location of those activities is required in Form B Part 2.

There is an opportunity to provide a main and secondary status to reflect that this person's time may be occupied by a number of activities. For example, if you are regularly attending work during the day and then school in the evenings, please list MAIN as "Employed" and SECONDARY as "Student".

Highest Level of Education Complete

Please indicate the highest level of formal education completed by this individual. This information is needed to anticipate future travel demands related to education.

School Type

If this person is currently a student, please indicate which type of school they are attending. A significant portion of travel is generated by children going to and from school.

We need to understand the transportation needs of school children as well as the adults who may be involved in taking them to and from school.

Transit Pass

If this individual owns a transit pass, please indicate which type of pass and the final cost of the pass to the individual. Please indicate if a discounted or subsidized pass is available for that individual and if so, which type.

Why do you need to know my personal information?

The number, timing, and type of travel activities made are affected by the characteristics of the person and the household they live in. A person's age, gender, employment, number of vehicles, and household income all affect his/her travel. This information is also needed to measure how different sectors of the population in Edmonton and surrounding area are served by the transportation system.

Thank you for your participation in the Edmonton Household Travel Survey. Please see the Travel Survey Guidebook for instructions on completing and returning forms

Form B Part 1 - Personal Information

Name or Initials	Age	Gender	Valid Driver's License?
Olivia Baldwin	36	○ Male ● Female	● Yes ○ No

Please choose the MAIN Employment or Student Status

- ● Employed
- ○ Self-Employed
- ○ Student
- ○ Stay at Home
- ○ Retired
- ○ Unemployed
- ○ Younger than school age
- ○ Other_____

Please complete Part 2

Please choose a SECONDARY Employment or Student Status

- ○ Not applicable
- ○ Employed
- ○ Self-Employed
- ● Student
- ○ Stay at Home
- ○ Retired
- ○ Unemployed
- ○ Other_____

Please complete Part 2

Highest level of education completed:

- ○ Less than High School
- ○ High School
- ● Technical/Trade School
- ○ College certificate/diploma
- ○ Undergraduate degree
- ○ Graduate degree
- ○ Other _____

If currently a student, select school type

- ○ Preschool
- ○ Kindergarten to Grade 6
- ○ Grade 7 to 9
- ○ Grade 10 to 12
- ○ Technical/ Trade School
- ● College
- ○ University, undergraduate
- ○ University, graduate
- ○ Other _____

Do you own a transit pass? ● yes ○ no

- ○ Adult Monthly
- ○ ETS@Work
- ● U-Pass
- ○ Post Secondary
- ○ Youth Monthly
- ○ Senior Monthly
- ○ Senior Annual
- ○ Senior Low Income
- ○ AISH Pass
- ○ Airport Pass
- ○ Other, _____

How much did the pass cost you? $155 per semester

If you don't have a pass, is a subsidized pass available to you? ○ yes, specify _____ ○ no

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OCCUPATION TYPE CODES

To be used to complete Form B Part 2

1 Management

Legislators, Government Officials, Managers & Directors

2 Business, Finance & Administration

Accountants, Consultants, Administrators, Clerical Workers, Office Equipment Operators

3 Natural & Applied Sciences

Physical & Life Science Professionals, Engineers, Architects, Urban Planners, Surveyors, Mathematicians, Physical & Life Science Technicians, Computer Technicians

4 Health

Physicians, Dentists, Veterinarians, Optometrists, Chiropractors, Pharmacists, Dieticians, Therapy & Assessment Professionals, Registered Nurses, Health Technicians & Assistants

5 Education, Law & Social, Community & Government Services

Judges, Lawyers, Notaries, Professors, Instructors, Vocational Instructors, Teachers, Counsellors, Psychologists, Social Workers, Clergy, Probation Officers

6 Art, Culture, Recreation & Sports

Librarians, Creative Artists, Performing Artists & Technicians, Athletes, Coaches

7 Sales & Service

Sales & Service Provision Insurance Agents, Real Estate Agents, Chefs, Cooks, Butchers, Bakers, Police Officers, Firefighters, Hairstylists, Retail Sales, Tourism, Food & Beverage, Cashiers, Clerks & Attendants

8 Trades, Transport & Equipment Operators

Building Contractors, Construction Tradespeople & Related Workers, Journeymen or Journeypersons, Airline Pilots & Flight Crewmembers, Motor Vehicle Drivers, Manual Labourers

9 Natural Resources, Agriculture & Related Production

Oil & Gas Drillers, Logging Machinery Operators, Operators & Agriculture & Horticulture Activities, Other Workers & Labourers

10 Manufacturing & Utilities

Processing & Manufacturing Activities, Assemblers & Labourers

INDUSTRY TYPE CODES

To be used to complete Form B Part 2

A	Agriculture, Forestry, Fishing & Hunting
B	Mining & Oil & Gas Extraction
C	Utilities (e.g. power generation, natural gas distribution, water, sewage)
D	Construction (e.g. building construction, civil engineering)
E	Manufacturing (e.g. food, textiles, wood, paper, printing, plastics, machinery and other products)
F	Wholesale and Distributing
G	Retail Trade
H	Transportation
I	Warehousing & Storage
J	Information & Cultural Industries (e.g. publishing, film, telecommunications, internet)
K	Finance & Insurance
L	Real Estate & Rental & Leasing
M	Professional, Scientific & Technical Services (e.g. accounting, architecture, engineering, design)
N	Management of Companies & Enterprises
O	Administrative & Support, Waste Management & Remediation Services
P	Educational Services
Q	Health Care & Social Assistance
R	Arts, Entertainment & Recreation
S	Accommodation & Food Services
T	Other Services (except Public Administration) (e.g. repair & maintenance)
U	Public Administration

How to complete Form B Part 2

Main Employer or School Information

If this person provided the main status as Employed, Self-Employed or Student, please complete this section to provide additional details regarding the location of the work or school.

In addition to name of location and address, please provide the type of location associated with this work or school by choosing from the list provided. If the work or school takes place mainly at one location, please provide that information. For a work that has different locations each day, such as a self employed contractor; please choose 'Changes from day to day'. For work that require visiting multiple locations each day, such as a service electrician or plumber, please select 'Several locations each day'. 'Telecommute' would mean that this person is able to work from home with a main office that is located somewhere else.

Usual Mode of Travel

For this person's main location of work or school, if this is outside of the home, please provide the main travel mode to that location. Also, please imagine if that mode was not available for some reason, what alternative mode would be used. If there is no other reasonable option for this travel, please choose 'Would not travel'.

Occupation and Industry Code

If this is a place of work, please provide the occupation and industry codes by referring to pages 7 and 8 in this booklet. A significant portion of travel is made by people going to and from work and by people at work. We need to understand what types of jobs generate travel and to what extent.

Vehicle use and work

If this is a place of work, please provide additional details regarding private vehicle parking that is available. Also, we need details around the requirement for a vehicle for this person's work, as this has important planning implications. Please let us know if this person's employer offers flexible hours of work, such as a start or end time that can be adjusted day to day.

Secondary Location for Work or School

If this person has indicated a secondary status as Employed, Self-Employed or Student on Form B Part 1, please provide additional details for this location. The instructions are the same as for the Main Location above.

MAIN Location for Work or School

Name of MAIN employer or school: Government of Alberta

Address or Location: Petroleum Plaza, South Tower, 9915-108 Street

City or Town: Edmonton

Where does your work or school take place?

- (●) One Location outside home
- ( ) Work / school only at home
- ( ) Changes from day to day
- ( ) Several locations each day
- ( ) Telecommute

How many hours per week is your work or school? 40

What is your usual mode of travel to work or school?
- ( ) Driver
- ( ) Passenger
- (●) Transit
- ( ) School Bus
- ( ) Walk
- ( ) Bicycle
- ( ) Other _____

If that mode was not available, how would you travel?
- ( ) Driver
- (●) Passenger
- ( ) Transit
- ( ) School Bus
- ( ) Walk
- ( ) Bicycle
- ( ) Would not travel
- ( ) Other _____

If this is a place of employment, please complete the following section:

Please see page 7 and 8 from the Guidebook for a list of Occupation and Industry codes to choose from Safety Inspector

What is your occupation? Occupation Code: 2 In what industry do you work? Industry Code U

Do you need your personal vehicle for the work you do? ( ) frequently (●) infrequently ( ) never

How many days per month do you need your vehicle? 3

Does your employer offer you parking at work? ( ) yes, and I use it (●) yes, but I don't use it ( ) no

What is, or would be, the cost of parking? $95 hourly / daily / monthly / other (please circle)

Does this job require regular deliveries or driving as part of the job? ( ) yes (●) no

Does this job offer flexible work hours? ( ) yes (●) no

SECONDARY Location for Work or School

Name of MAIN employer or school: NAIT, Patricia Campus

Address or Location: 12204 149 Street

City or Town: Edmonton

Where does your work or school take place?

- (●) One Location outside home
- ( ) Work / school only at home
- ( ) Changes from day to day
- ( ) Several locations each day
- ( ) Telecommute

How many hours per week is your work or school? 6

What is your usual mode of travel to work or school?
- (●) Driver
- ( ) Passenger
- ( ) Transit
- ( ) School Bus
- ( ) Walk
- ( ) Bicycle
- ( ) Other _____

If that mode was not available, how would you travel?
- ( ) Driver
- ( ) Passenger
- ( ) Transit
- ( ) School Bus
- ( ) Walk
- ( ) Bicycle
- (●) Would not travel
- ( ) Other _____

If this is a place of employment, please complete the following section: not a place of work

Please see page 7 and 8 from the Guidebook for a list of Occupation and Industry codes to choose from

What is your occupation? Occupation Code: _____ In what industry do you work? Industry Code _____

Do you need your personal vehicle for the work you do? ( ) frequently ( ) infrequently ( ) never

How many days per month do you need your vehicle? _____

Does your employer offer you parking at work? ( ) yes, and I use it ( ) yes, but I don't use it ( ) no

What is, or would be, the cost of parking? $_____ hourly / daily / monthly / other (please circle)

Does this job require regular deliveries or driving as part of the job? ( ) yes ( ) no

Does this job offer flexible work hours? ( ) yes ( ) no

How to complete Form C Part 1 and 2

The travel and activity diary forms are explained here. There is an example of a completed set on the next two pages.

This form is the travel diary that allows each person to record their activities on their assigned travel day beginning at 4:00 am on the assigned travel day and ending at 4:00 am the next day. Multiple sheets will be required as the travel day can be made up of 20 or more activities. If your travel day requires more space to describe all activities, please print out extra forms available at edmonton.ca/travelsurvey.

Activities

The basic recording unit of the travel diary is an 'activity'. This is something that you do for a specific time, with a beginning and an end. The activities should follow each other in order, for example, the end time of an activity should be carried forward to be the start time of the next activity.

Why we need this information: Transportation planning involves understanding the types of activities that cause people to travel. In addition to understanding what trips people make, it is also important to understand what people are doing – and when and where they are doing these activities and who they do these activities with. For example, we can look at whether changing technology has led to a shift in transportation patterns, such as more people working at home or shopping at home.

Activity Codes

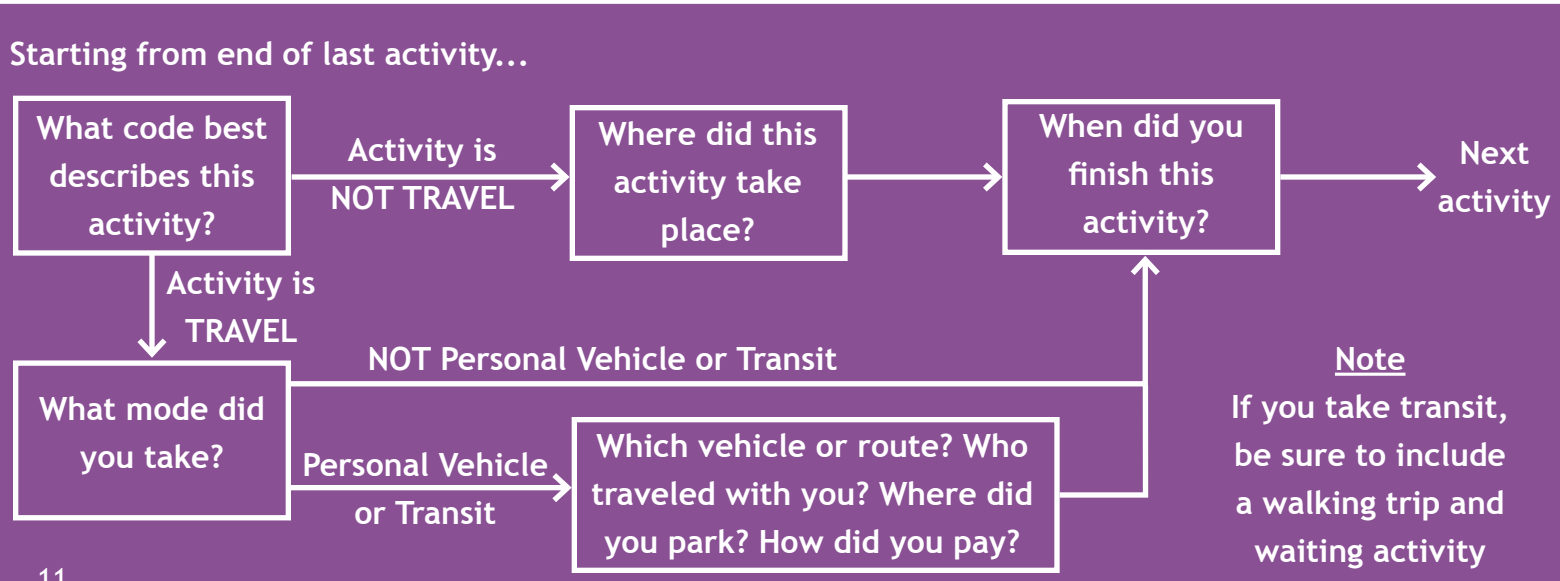
The activity codes provided for you to complete the diary are based on common daily activities. We do not need you to provide specific details about any in-home activities or activities beyond what is included in the list of Activity Codes. Household members who are out of town for the assigned travel day, should enter activity code "25".

Travel Activities

A "travel activity" is one that moves you from one address location to another. These require you to complete additional information in Form C Part 2. For example, if you leave one building and walk across the street into a different building, you should record this as one travel activity. If, however, you go from the 25th floor of a building to the 2nd floor of the same building, you are at the same address location, and do not need to record this as a separate travel activity.

Non Travel Activity Location

For activities that do not involve traveling between two locations, we require you to record the location of that activity. That will allow us to better understand the locations around Edmonton and the region that will have demand for increased travel in the future. Please note, there is no need to report anything that happens outside of the region on the assigned day.



Some Example Trip Patterns

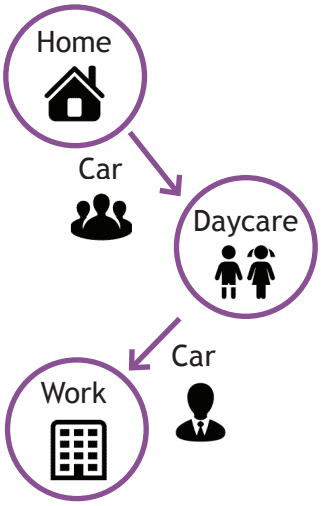
Arun wakes up in the morning on his travel day at 7:00 am and helps get his family ready. He leaves home to travel to work at 8:00 am.

He gets his daughter ready and then drives her to her day care by 8:15 am .

It takes him 5 minutes to drop his daughter off at day care.

At 8:20, he leaves and drives 15 minutes to his office, parking his car at his monthly space. Then he works until noon.

Other activities would follow for the rest of the day...



ARUN'S DIARY

No.	Time		Coding
1	4:00 am	8:00 am	Personal Business, 8 Location = Home
2	8:00 am	8:15 am	Travel, 1: driver With passenger, daughter
3	8:15 am	8:20 am	Drop off, 5 Location = daycare
4	8:20 am	8:35 am	Travel, 1: driver Parking garage, pass
5	8:35 am	12:00 pm	Working, 12 Location = office

Starting half way through the day... Lisa attends Grant MacEwan University in the afternoon.

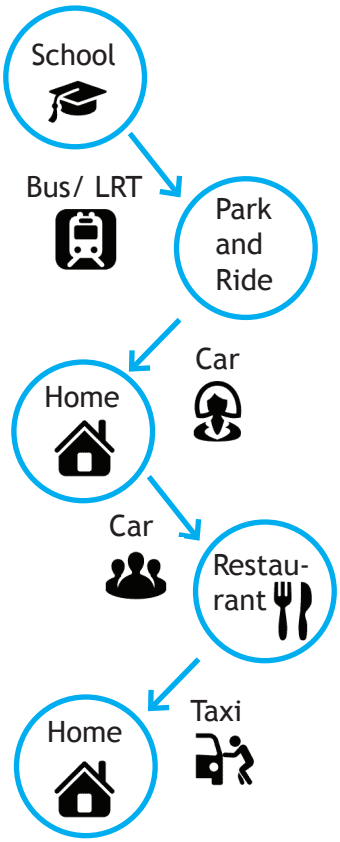
After her class, she walks 5 minutes and then takes a bus to the train station at Corona and takes the LRT to Century Park.

She had parked her car at Century Park and so she drives her car home.

When she arrives home, she has some homework to finish, so she does that as well as some chores around the house.

She makes plans to go for dinner and she is picked up by some friends.

After dinner, she takes a taxi home and then rests after a long day.



LISA'S DIARY

No.	Time		Coding
10	12:00 pm	3:57 pm	Attending School, 14 Location = School
11	3:57 pm	4:02 pm	Travel, 1: walk
12	4:02 pm	4:06 pm	Waiting, 2 Location = bus stop
13	4:06 pm	4:12 pm	Travel, 1: bus Route #8, using U-Pass
12	4:12 pm	4:14 pm	Waiting, 2 Location = Corona Station
13	4:14 pm	4:39 pm	Travel, 1: LRT Using U-Pass
14	4:39 pm	4:48 pm	Travel, 1: driving Park in driveway
15	4:48 pm	7:25 pm	Homework, 15 Location = Home
16	7:25 pm	7:35 pm	Travel, 1: passenger
17	7:35 pm	9:35 pm	Eat a meal, 9 Location = restaurant
18	9:35 pm	9:42 pm	Waiting, 2 Location = restaurant
19	9:42 pm	9:52 pm	Travel, 1: taxi
20	9:52 pm	4:00 am	Personal Care, 8 Location = Home

Form C - Travel and Activity Diary, Part 1

ACTIVITY CODES

Travel Related
1 Travel
2 Waiting (e.g. for the bus or to be picked up by someone)
3 Picking up or dropping someone off for Transit (e.g. Kiss and Ride)

Quick Stops
4 Picking Someone Up
5 Dropping Someone Off
6 Stop at gas station / convenience store
7 Drive-through Errands (ATM, fast food)

Personal Activities
8 Household and Personal Care (chores, child care, eating, sleeping, bathing)
9 Eat a meal (at a restaurant, diner)
10 Medical, Veterinary or Financial visit
11 Running Errands

Work Related
12 Working
13 Volunteering

School Related
14 Attending School
15 Schoolwork/School related activities
16 Daycare or Before-After School Care

Shopping
17 Routine shopping for groceries, clothing or household items
18 Specialty shopping or major purchases (electronics, appliances, new vehicle)

Recreation and Social
19 Extracurricular/ Hobby (piano, hockey)
20 With someone at their activity
21 Entertainment activities
22 Exercising
23 Social activities
24 Religious or Civic activities

Other
25 Out of Town
26 Other 1:_____
27 Other 2:_____
28 Other 3:_____

Please record all activities on your assigned travel day beginning at 4:00 am on the assigned travel day and ending at 4:00 am the next day.

Please complete a box on Part 2 for each travel activity

Activity Number	Start Time	End Time	Activity Code	Travel / Not Travel	Location and Address	City or Town
1	4:00 (am) pm	6:30 (am) pm	8	○ Travel ● Not Travel	HOME	
2	6:30 (am) pm	6:37 (am) pm	1	● Travel ○ Not Travel		
3	6:37 (am) pm	6:39 (am) pm	2	○ Travel ● Not Travel	Bus stop at Cherry Lane and 18 Ave	
4	6:39 (am) pm	7:01 (am) pm	1	● Travel ○ Not Travel		
5	7:01 (am) pm	7:04 (am) pm	2	○ Travel ● Not Travel	South Campus LRT Station	
6	7:04 (am) pm	7:19 (am) pm	1	● Travel ○ Not Travel		
7	7:19 (am) pm	7:25 (am) pm	1	● Travel ○ Not Travel		
8	7:25 (am) pm	11:45 (am) pm	12	○ Travel ● Not Travel	WORK	
9	11:55 (am) pm	12:03 am (pm)	1	● Travel ○ Not Travel		

Form C - Travel and Activity Diary Part 2

Activity Number: 2

How did you travel?
- ○ Driver
- ○ Passenger
- ○ Bus
- ○ LRT
- ○ DATS
- ○ Bicycle
- ● Walk
- ○ School Bus
- ○ Taxi
- ○ Special Shuttle
- ○ Airplane
- ○ Intercity Bus
- ○ Other, please specify: _____

If you traveled by personal vehicle:

Which vehicle did you use? Vehicle Number _____ (Form A)

How many people traveled with you?

Household Members: [ ] Co-worker: [ ] Non-household Relative: [ ] Friend: [ ] Visitor: [ ] Other: [ ]

What is the parking location?
- ○ Surface Lot
- ○ Parkade / Underground
- ○ On Street
- ○ Driveway or Garage
- ○ Park and Ride Lot
- ○ Other _____

Parking Location and Address: _____

How much did you pay to park?
- ○ No charge for parking
- ○ Have a parking pass
- ○ Paid $_____ hourly daily (circle one) monthly annual

If you traveled by Transit:

Which Route did you take? _____

- ○ School Special

How did you pay?
- ○ Ticket
- ○ Cash
- ○ Transit Pass
- ○ Other, _____

Activity Number: 4

How did you travel?
- ○ Driver
- ○ Passenger
- ○ Bus
- ○ LRT
- ○ DATS
- ○ Bicycle
- ○ Walk
- ○ School Bus
- ○ Taxi
- ○ Special Shuttle
- ○ Airplane
- ○ Intercity Bus
- ○ Other, please specify: _____

If you traveled by personal vehicle:

Which vehicle did you use? Vehicle Number _____ (Form A)

How many people traveled with you?

Household Members: [ ] Co-worker: [ ] Non-household Relative: [ ] Friend: [ ] Visitor: [ ] Other: [ ]

What is the parking location?
- ○ Surface Lot
- ○ Parkade / Underground
- ○ On Street
- ○ Driveway or Garage
- ○ Park and Ride Lot
- ○ Other _____

Parking Location and Address: _____

How much did you pay to park?
- ○ No charge for parking
- ○ Have a parking pass
- ○ Paid $_____ hourly daily (circle one) monthly annual

If you traveled by Transit:

Which Route did you take? #87

- ○ School Special

How did you pay?
- ○ Ticket
- ○ Cash
- ● Transit Pass
- ○ Other, _____

Activity Number: 6

How did you travel?
- ○ Driver
- ○ Passenger
- ○ Bus
- ● LRT
- ○ DATS
- ○ Bicycle
- ○ Walk
- ○ School Bus
- ○ Taxi
- ○ Special Shuttle
- ○ Airplane
- ○ Intercity Bus
- ○ Other, please specify: _____

If you traveled by personal vehicle:

Which vehicle did you use? Vehicle Number _____ (Form A)

How many people traveled with you?

Household Members: [ ] Co-worker: [ ] Non-household Relative: [ ] Friend: [ ] Visitor: [ ] Other: [ ]

What is the parking location?
- ○ Surface Lot
- ○ Parkade / Underground
- ○ On Street
- ○ Driveway or Garage
- ○ Park and Ride Lot
- ○ Other _____

Parking Location and Address: _____

How much did you pay to park?
- ○ No charge for parking
- ○ Have a parking pass
- ○ Paid $_____ hourly daily (circle one) monthly annual

If you traveled by Transit:

Which Route did you take? LRT

- ○ School Special

How did you pay?
- ○ Ticket
- ○ Cash
- ● Transit Pass
- ○ Other, _____

Activity Number: 7

How did you travel?
- ○ Driver
- ○ Passenger
- ○ Bus
- ○ LRT
- ○ DATS
- ○ Bicycle
- ● Walk
- ○ School Bus
- ○ Taxi
- ○ Special Shuttle
- ○ Airplane
- ○ Intercity Bus
- ○ Other, please specify: _____

If you traveled by personal vehicle:

Which vehicle did you use? Vehicle Number _____ (Form A)

How many people traveled with you?

Household Members: [ ] Co-worker: [ ] Non-household Relative: [ ] Friend: [ ] Visitor: [ ] Other: [ ]

What is the parking location?
- ○ Surface Lot
- ○ Parkade / Underground
- ○ On Street
- ○ Driveway or Garage
- ○ Park and Ride Lot
- ○ Other _____

Parking Location and Address: _____

How much did you pay to park?
- ○ No charge for parking
- ○ Have a parking pass
- ○ Paid $_____ hourly daily (circle one) monthly annual

If you traveled by Transit:

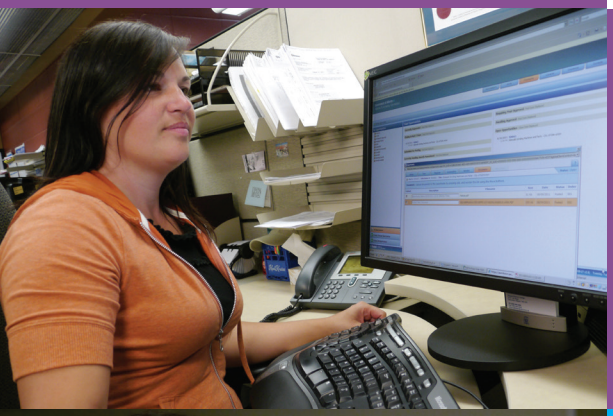
Which Route did you take? _____

- ○ School Special

How did you pay?
- ○ Ticket
- ○ Cash
- ○ Transit Pass
- ○ Other, _____

What do I do now that I am done filling out the forms?

After you have completed all the information in Forms A, B and C for each member of the household. Please send us your information in ONE of the following ways:



1. ONLINE
Go to www.edmonton.ca/travelsurvey and follow the instructions. This is the easiest and most secure way for you to input your travel day information.

The website will provide clarifications and prompt for all the needed information. You do not have to complete all of the information at once and can return back using your unique ID and password to fill them out whenever is convenient for you.

2. TELEPHONE
Call (780) 229-1878 between 9 am and 9 pm on Monday to Friday and 10 am to 5 pm on Saturday and an operator will be ready to record all of your information over the phone. This is a good way if you were unsure about certain parts of the forms as you were filling them out.

3. **MAIL**
If you prefer to mail the booklets back, we have provided a return address envelope. In case we have questions about what you have recorded in the booklets, we may need to contact you over the phone to clarify. Please be sure to include in the package:

- ☐ Form A (1 per household)
- ☐ Diary booklets (1 for each household member)

Please do not mail back this Guidebook.

Please submit your information within 1 to 2 days after your assigned travel day. All information is required by December 13, 2014.