

HOUSEHOLD BUDGET SURVEY

HOUSEKEEPING EXPENDITURE DIARY (H.B.3)

Record 4				
Reference Number	Area	Hid.	Person	7-day period

STRICTLY CONFIDENTIAL

All particulars given in this survey will be treated as strictly confidential.

Please do not put your name or address on this diary.

REMEMBER

1. Record each separate purchase and payment – take particular care with beer, spirits, wine and cigarettes.
2. Distinguish any drink consumed with meals out, separately.

The Interviewer will call again on:-

Day	Date	Approx. Time

**CENTRAL STATISTICS OFFICE
SKEHARD ROAD
CORK**

LoCall – 1890 313 414

Phone – Cork (021) 453 5000

PURCHASING ARRANGEMENTS

		YES	NO	IF YES how often do you pay the bill	
1. Do you have an account with	Milkman?	1	2	Code
	Breadman?	1	2	X29 1
	Butcher?	1	2	X30 1
	Grocery Shop?	1	2	X31 1
	Other (specify)	1	2	X32 1
				X33 1

2. Do you normally purchase the bulk of your household provisions?

(a) where?	Supermarket	1			
	Other	2			X34
(b) how often?	Daily	1			
	Few times a week	2			
	Once a week	3			
	Longer interval (specify)	4			X35
				

IF SUPERMARKET, remember to retain your bill or "check-out" receipt to help itemise the individual purchases made. (sellotape it to relevant page).

HOW TO FILL IN THIS DIARY

Record *all* payments and purchases during the next week in your Diary:

- ◆ Each day, write down or attach a detailed shop receipt for **everything** you spend money on. It does not matter how large or small the amount, or whether you used cash, a credit or debit card, or a cheque.
- ◆ Show each item however small on a separate line and describe it in reasonable detail.
- ◆ If you buy anything by part exchange, say so and give the amount paid after deducting the amount allowed in part exchange.
- ◆ If you ask another member of your household or a neighbour to buy things for you, and you pay for them, details of purchases should be included in your own diary.
- ◆ Purchases made by you on behalf of other people with money supplied by them should not be recorded in your diary.
- ◆ Write 'Nil' on the first line if you don't spend anything on a particular day.
- ◆ Write down the **actual** payments you make each day even if the goods were delivered previously, or are going to be delivered later. Any goods ordered or delivered but not paid for should be included unless they are acquired through Budget Account, Credit Club, Credit Account or Credit Card (see below for details of how to record these items).

Business Expenses

- ◆ If any of the expenditure (e.g. motor car, travelling, meals out, hotel expenses) shown in this diary include amounts which will be refunded by an employer or business or organisation or which you will be entering as expenses for income tax purposes, please give particulars on page 22.

Credit Account at a Shop or Credit Card

- ◆ If you have a Credit Account at a shop (e.g. local grocery) or if you have a credit card.
 - (i) record any payments made in respect of this account or with the credit card during the week, for example enter "**payment to grocery account - €75.50**" or "**payment of Visa Card account - €30**".
 - (ii) also record each item actually acquired each day through this account or with the credit card together with its cost, noting "**account**" or "**credit card**" in brackets.

Budget Accounts or Credit Clubs

- ◆ If you pay anything into a Budget Account, Credit Club etc. during the seven days please
 - (i) enter the payments made with a description of the Account or Club into which they are paid:
 - (ii) record each article obtained through these account or clubs during the seven days, indicating that it is contained from such source and giving its retail value.

Instalment Buying

- ◆ If you start buying anything by instalments on any of the seven days, say so, record the down payment made and state what you are buying as follows:

HP down Payment on TV set €50.00

If during the seven days you pay instalments on any goods which you are buying by instalments, give a description of the article and state what you paid, thus:

HP instalment of bicycle €10.00

Second-hand Purchases

- ◆ If you buy any second-hand goods during the seven days please write "**second-hand**" after the description of the item.

HOW TO FILL IN THIS DIARY

Postal Orders and Money Orders

- ◆ If you buy a postal order or money order on any of the seven days please record it on that day noting its value and poundage separately. If you pay for anything by postal order or money order during the seven days write "**by postal order**" or "**money order**" after the description of the item. If an order is recorded in either of the two diaries, but has not been used by the end of the 14 days covered add a note to this effect.

Shopkeepers, Farmers etc.

- ◆ If your household obtains any food or other goods from its own shop, farm or garden please state the amount of each item which is obtained each day with its **approximate value at retail prices**. Write "**own produce**" opposite each item from own farm or garden. Write "**not paid/own shop**" after any article obtained from a family shop which has not been paid for in cash.

Betting

- ◆ If you make any bets or play Lottery during the seven days covered by this diary, please state what they are e.g. book-maker, lottery, etc and give the amounts

Cash Gifts or Allowances

- ◆ If you give any gifts or pay any cash allowances during the seven days covered by this diary, please record the amount and indicate to **whom** it was given.
- ◆ A shop receipt can be attached (see page 4). Staple the shop receipt to the page representing the day that expenditure was incurred. If the information on the receipt is inadequate, add in the necessary details (see page 4). Please indicate the total receipt amount.

General

- ◆ Give a **full description** of the Item, e.g. boys' haircut, men's suit, tinned cherries, small leg of lamb.
- ◆ Each item must be specified individually, e.g. apples, bananas, veal, mince, lamb chops. Do not only write 'fruit' or 'groceries'.
- ◆ Show the exact **amount** of the purchase or payment, in euro and cent, e.g. €48.60.
- ◆ Drinks are listed and priced separately from meals in restaurants, clubs, etc.
- ◆ Eat-in or take-away is specified for food outlets where meals can be eaten on the premises or taken away.
- ◆ Show the weight, volume or number of items in the **quantity** column. Please refer to the list provided.
- ◆ Record your share of any winning payouts from Lotto, bingo, lottery tickets, etc. on the day monies are paid.
- ◆ Record Total winnings - not winnings less the amount spent.

HOW TO FILL IN THIS DIARY

- ◆ To help make Diary completion easier you may attach shop receipts to the Diary page.
- ◆ Only attach shop receipts if they contain the type of information shown in the example below.
- ◆ If a docket does not provide all the necessary details, either add the necessary details to the docket as shown below, or write the item in the Diary and cross it from the docket.
- ◆ Be careful not to write over the price on the docket.

Example of a Supermarket Receipt

Type of store or outlet	→ Johnny's Supermarket	
Detailed description of item (e.g. whether frozen, dried, etc.)	→ Irish Daily Star	€1.20
	→ Loose Broccoli	€0.96
	0.360kg @ €2,68/KG	
	Govt Bag Levy	€0.15
	Irish Diet Yoghurt	€0.57
	Irish Diet Yoghurt	€0.57
Amount paid for each item	→ Barrys Soda	€1.26
	Irish Diet Yoghurt	€0.57
	Dill and Lemon	€2.79
	Carrot Cake Slice	
	3 @ €0.87	€2.61
Add descriptions of items to the docket where not clear	→ Crinkle Cut Chips	€3.39
	Finches Mineral Orange	€0.99
	Yoplait Drink Everybody	€2.02
	Claddagh Cheese	€4.84
	Loose Carrots	€0.47
	0.360kg @ €1.30/kg	
	Total	€22.39
	Paid by	Cash
		€50.00
	Change	€27.61

SOME EASILY FORGOTTEN PURCHASES & PAYMENTS

- ◆ Take away, restaurant meals
- ◆ Beer, wine, spirits
- ◆ Ice cream, lollies
- ◆ Cigarettes
- ◆ Petrol
- ◆ Newspapers, magazines
- ◆ Theatre, football tickets, cinema
- ◆ Subscriptions, e.g. to magazines, concerts, etc.
- ◆ Milk bills/accounts
- ◆ Laundry, dry cleaning
- ◆ Bus, train, taxi fares, monthly tickets
- ◆ Fees to doctors, dentists, childminding, (e.g. day care fees, babysitting costs, etc.)
- ◆ Repairs (e.g. to motor vehicles, shoes, etc.)
- ◆ Bills paid by phone or internet
- ◆ Parking and toll charges
- ◆ Club fees and subscriptions
- ◆ Children's pocket money
- ◆ Donations to charities, churches
- ◆ Lottery, raffle tickets, betting
- ◆ Birthday presents (specify item purchased)
- ◆ Postal charges
- ◆ Door-to-door sales
- ◆ Deductions from wages such as tax, union fees
- ◆ Automatic payments made directly by banks, etc. (standing orders, direct debits)
- ◆ Superannuation and life assurance

FIRST DAY

Quantity or Number (if possible)	Day of week <i>Monday</i> Date <i>16/08/04</i>	Amount Paid		Leave Blank
		€	c	
Food and Household Provisions				
<i>4L</i>	<i>Milk</i>	<i>3</i>	<i>90</i>	
<i>1 Lb</i>	<i>Bananas</i>	<i>1</i>	<i>50</i>	
<i>1 Lb</i>	<i>Batter</i>	<i>2</i>	<i>10</i>	
<i>800g</i>	<i>Sliced Pan (white)</i>		<i>75</i>	
	<i>Mineral Water</i>		<i>85</i>	
	<i>Carrots (fresh)</i>	<i>2</i>	<i>50</i>	
	<i>Full Chicken (cooked)</i>	<i>9</i>	<i>00</i>	
<div style="border: 1px solid black; padding: 5px; transform: rotate(-15deg); display: inline-block;"> <p>Johnny's Supermarket</p> <p>Natural Silk Duvet 11.99</p> <p>Foldable Garden Table 5.99</p> <p>Shower Cleaner 2.25</p> <p>Whole Fresh Milk 1ltr 1.19</p> <p>Lux Toilet Tissue 4.49</p> <p>Total €25.91</p> <p>Cash €40.00</p> <p>Paid by €14.09</p> <p>Change</p> </div>				

Describe each purchase carefully. In particular specify types of

- **meat, vegetable and fruit** and state whether fresh, tinned, frozen, etc.
- **clothing** and specify for whom purchased (i.e. man, woman, boy, girl).

FIRST DAY (continued)

Quantity or Number (if possible)	Enter description of each purchase or payment on separate line in any order.	Amount Paid		Leave Blank
		€	c	
	Beer, Spirits, Wine, Soft Drinks, Meals/Snacks Out (list drink with meals—out separately)			
	<i>Chinese meal out (for 2)</i>	50	00	
3 pints	<i>Heineken</i>	11	55	
	<i>Bottle of Wine</i>	15	00	
	Other Items			
	<i>Haircut (gents)</i>	10	00	
3	<i>Lottery tickets</i>	4	50	
	<i>Petrol</i>	20	00	
	<i>20 cigarettes</i>	6	20	
	<i>Irish Examiner</i>	1	50	

Ensure that all purchases and payments made to-day are recorded – particularly drink and cigarettes.

REFERENCE LIST OF IMPORTANT ITEMS OF EXPENDITURE

Of the hundreds of different items you could buy, the following is only a list of examples. Please check through the list in case it reminds you of any purchase which you have forgotten to record.

Food

Bread, cakes, buns, biscuits, flour.
Breakfast cereals, rice, tapioca, pasta, custard powder.
Beef, veal, mutton, lamb, pork, bacon, poultry, sausages, offal.
Fresh or smoked cod, haddock, plaice, herrings, other fish and tinned salmon, sardines.
Milk, eggs, butter, margarine, cheese, cooking fats and oils.
Tea, coffee, cocoa, chocolate drinks.
Sugar, honey, syrup, jam, marmalade.
Fresh, dried, frozen or tinned peas, beans and other vegetables.
Fresh, dried, frozen or tinned pears, peaches and other fruit.
Bottled or tinned orange, grapefruit, tomato and other fruit juices.
Salt, pepper, sauces, spices, mustard, vinegar.
Sweets, chocolate, ice cream, ice lollies.
Tinned and packet soups.
Baby foods.

Meals out

Meals in restaurants, cafes, canteens, fast food outlets and hotels.
Tea breaks at work.
Snacks, sandwiches, fish and chips.

Tobacco and Drink

Cigarettes, tobacco, cigars, pipes, lighters, lighter fuels.
Beer, ale, stout, wines, spirits, cider.
Soft drinks, cordials, squashes, soda water.

Clothing, Clothing Material, Footwear

Overcoats, raincoats, suits, shirts, skirts, trousers, hats and other outerwear.
Vests, pants, pyjamas, slippers, corsets, brassieres, stockings, tights and other underwear.
Dress material, wool, thread, ribbons.
Boots, shoes, slippers, sandals.
Payments to clothing clubs.

Fuel and light, Household goods and Hardware

Coal, coke, gas, electricity, paraffin and other fuel oil, firewood, candles, nightlights, matches.
Soap, soda, cleaning powders, detergents, polishes.
Paint, wallpaper.
Dustbins, pails, brushes, brooms, tools, screws, nails.
China, glass, bowls, kettles, saucepans.

Furniture, Furnishings, etc.

Suites or separate articles of furniture.
Radios and hi-fi, television sets or parts, video recorders, pianos, music.
Mattresses, pillows, sheets, blankets, tablecloths, towels, curtains, tea cloths.
Carpets, rugs, linoleum, mats.
Fires, cookers, vacuum cleaners, refrigerators, wringers, washing machines, sewing machines, irons, electric lamps, bulbs and fittings.
Clocks, watches, jewellery, cutlery, suit-cases, handbags, sports goods.
Repairs to furniture, radio, TV and watches.

Travel

Journeys by rail, bus, air, sea, taxi, including fares to and from work.
Purchase, repairs and running costs of cars, motor cycles, cycles, push-chairs.

Other Expenditure

Cinemas, theaters, concerts, football, cricket, racing, dances.
Books, newspapers, magazines, stationery, toilet paper.
Lipstick, face powder, face cream, mascara, perfumes, shampoos, sanitary towels.
Shaving cream, hair cream, razors and blades.
Hairdressing (including tips), sponges, face cloths, nail brushes.
Cameras, photographic materials, developing and printing of films, hiring of video films.
Flowers, seeds, plants, garden tools, lawnmowers.
Animals and pets.
Toys, games, playing cards.
Stamps, postal orders, telegrams, phone cards, telephone calls.
Shoe repairs, laundry, dyeing and cleaning, domestic help.
Football pools and other betting, Bingo, Lottery etc.
Children's pocket money, birthday presents, money given to charities, raffle tickets.
Payments to chemists, doctors, dentists, oculists, opticians, chiropodists.
Holiday expenses.
Purchase of Savings Certificates, etc.
Payments of allowances and living expenses of dependents outside the household.