

Identification details of the establishment

Reference period: The information requested refers to the **reference month** indicated on the label.
Submission period: This questionnaire duly completed with the information requested shall be submitted within **five calendar days** following the period covered by the data, to the INE Provincial Delegation, which should be contacted for any clarifications required.

1. Changes to the identification details *(Only complete the sections which have changed)*

Name or company name of the establishment	<table border="1" style="width: 100%; height: 20px; border-collapse: collapse;"> <tr> <td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td> </tr> </table>												
Address (street, square, avenue...)													
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Rooms	Bed-places	Type	Category	Telephone	Fax	E-mail							
Seasons open: 1st from _____ to _____		2nd from _____ to _____		3rd from _____ to _____									

Contact person, when necessary, for queries, clarification or changes to this questionnaire

SIGNATURE OR STAMP OF THE COMPANY

Mr. Mrs. Ms.: _____

Post in the company: _____

Telephone: _____ Fax: _____

E-mail (contact): _____

Nature, characteristics and purpose

These statistics come under the Tourism Accommodation Occupancy Survey. The objectives are to expand and update the information on the establishments of the sector pursuant to European Union directives.

Mandatory legislation on statistics

Statistical Confidentiality

Statistical confidentiality shall protect and cover the personal data obtained by the statistics offices both directly from the people being surveyed and through administrative sources (Article 13.1 of the Government Statistics Act of 9 May 1989, (LFEP)). All statistical staff shall be required to abide by the statistical confidentiality (Article 17.1 of the LFEP).

Obligation to facilitate data

Acts 4/1990 and 13/1996 establish the **obligation to facilitate the data** requested to prepare these Statistics.

The statistics offices may request data from any individual and legal entity, whether national and foreign, who are resident in Spain (Article 10.1 of the LFEP).

All the individuals and legal entities that supply data, both whether their cooperation is mandatory or voluntary, **must answer truthfully, accurately, comprehensively and within the time limit** set for the questions ordered in the due form by the statistics office (Article 10.2 of the LFEP).

Failure to comply with the obligations established therein, in relation to the statistics for state purposes, **shall be penalised** pursuant to what is established in this Heading (Art. 48.1 of the LFEP).

Very serious offences shall be penalised with fines of between **3,005.07 and 30,050.61 euros**. Serious offences shall be penalised with fines of between **300.52 and 3,005.06 euros**. Minor offences shall be penalised with fines of between **60.10 and 300.51 euros** (Article 51.1, 51.2 and 51.3 of the LFEP).

N.B.: This questionnaire is available in the different co-official languages of the autonomous communities.

2. Activity period

Number of days that the establishment has been open in the **reference month** (i.e. number of days that it would be possible to stay at your establishment whether or not bed-places were occupied during that period)

_____ days

3. Employed personnel

Unpaid
staff

Paid
staff

Permanent

Temporary

Employed personnel during the **reference month** _____

4. Guest arrivals and number of overnight stays

Differentiating by place of residence of the guests staying at your establishment, indicate the total number of inbound guests **throughout the reference month**, along with their relevant overnight stays.

Guest is taken to mean any person who visits and stays in the establishment. All the people who have arrived during the **reference month** should be included.

Overnight stay or occupied bed-place is taken to mean each night that a guest stays at the establishment. The total number of people who have slept in the establishment during the **reference month** should be included.

Example: A group of 6 people is staying in your hostel 2 days. It would give rise to 6 travellers and 12 overnight stays.

Place of residence

Guest arrivals

Overnight stays

Monthly total

SPAIN

1.1 Andalusia

1.2 Aragón

1.3 Asturias, Principality of

1.4 Balearic Islands

1.5 Canary Islands

1.6 Cantabria

1.7 Castilla y León

1.8 Castilla-La Mancha

1.9 Catalonia

1.10 Comunitat Valenciana

1.11 Extremadura

1.12 Galicia

1.13 Madrid, Community of

1.14 Murcia, Region of

1.15 Navarra, Chartered Community of

1.16 Basque Country

1.17 Rioja, La

1.18 Ceuta

1.19 Melilla

EUROPEAN UNION

2. Germany

3. Belgium

4. France

5. Italy

6. The Netherlands

7. Portugal

8. United Kingdom

9. Rest of the UE¹

10. Rusia

11. Switzerland

12. Rest of Europe

13. United States

14. Rest of the world

¹ Countries included in Rest of the EU: Austria, Bulgaria, Cyprus, Croatia, Denmark, Slovakia, Slovenia, Estonia, Finland, Greece, Hungary, Ireland, Latvia, Lithuania, Luxembourg, Malta, Poland, Czech Republic, Rumania and Sweden.

4.1. Weekend overnight stays

Indicate the number of overnight stays in the **reference month** that have occurred at weekends (i.e., number of overnight stays that occurred on Friday and/(or Saturday) _____ **overnight stays**