

## Establishment identification

**Submission deadline:** This questionnaire is to be filled out and sent within **five calendar days following** the date referred to in the documents, to the Provincial Delegation of the National Statistics Institute, which can be contacted for further information.

### 1. Changes to the identification (Only fill out the parts subject to change)

Name or corporate name of the establishment \_\_\_\_\_ NIF 

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Address \_\_\_\_\_  
Postal Code 

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 Town \_\_\_\_\_ Province \_\_\_\_\_

Telephone \_\_\_\_\_ Fax \_\_\_\_\_ e-mail \_\_\_\_\_

Category	Total of plots	Capacity (No. of people)	Total of bungalows or similar	Total of caravans owned by the campsite	Total of places on land without plots
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Opening seasons: 1st from \_\_\_\_\_ to \_\_\_\_\_ , 2nd from \_\_\_\_\_ to \_\_\_\_\_ , 3rd from \_\_\_\_\_ to \_\_\_\_\_

#### Contact person in case of needing to ask questions clarifications or modifications to this questionnaire.

ESTABLISHMENT SIGNATURE OR STAMP

Mr./Mrs./Ms.: \_\_\_\_\_

Position held: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail \_\_\_\_\_

### Nature, characteristics and purpose

These statistics are within the framework of the Tourist Accommodation Occupation Survey. The objectives are to update and expand on the information on the sector establishments according to the European Union directives.

#### Legislation

#### Obligatory statistics

##### Statistical confidentiality

The personal information directly obtained by the statistical services and through administrative sources will be subject to protection and will remain protected by the **statistical confidentiality** (art. 13.1 of the Law on Public Statistical Service of May 9, 1989, (LPSS)). All personal statistics must keep the statistical confidentiality (art. 17.1 of the LPSS).

##### Obligation to provide information

The Laws 4/1990 and 13/1996 establish the **obligation to provide the information** that is requested for the elaboration of this Statistical study.

The statistical services may request information from all individuals and legal entities, national citizens and foreigners, who are residents of Spain (article 10.1 of the LPSS).

All individuals and legal entities that provide information, whether their collaboration is obligatory or voluntary, for the required questions of the corresponding statistical services' form **must answer truthfully, accurately, completely and within the given timeframe** (art. 10.2 of the LPSS).

**If one does not fulfil** the obligations regarding the statistics for the purposes established by this Law, **he/she will be sanctioned** according to the norms stated in the present Title (art. 48.1 of the LPSS).

The most serious infractions will be fined between **3,005.07 and 30,050.61 Euros**. Serious infractions will be fined between **300.52 and 3,005.06 Euros**. Minor infractions will be fined between **60.10 and 300.51 Euros** (art. 51.1, 51.2 and 51.3 of the LPSS).

Note: This questionnaire is available in the different official languages of the autonomous communities.

## 2. Guest arrivals

A guest is defined as any person that arrives and stays in the establishment. Only the people that arrive each day will be noted, even if they stay for more than one night. In the event that there are caravans that are occupying plots for long-term stays, the number of guests and the nights that they stayed in the caravans should be included.

Place of residence	1 <sup>st</sup> Day	2 <sup>nd</sup> Day	3 <sup>rd</sup> Day	4 <sup>th</sup> Day	5 <sup>th</sup> Day	6 <sup>th</sup> Day	7 <sup>th</sup> Day
<b>European Union</b>							
<b>SPAIN</b>							
1.1 Andalusia							
1.2 Aragon							
1.3 Asturias, Principality of							
1.4 Balears, Islands							
1.5 Canarias							
1.6 Cantabria							
1.7 Castilla y León							
1.8 Castilla - La Mancha							
1.9 Catalonia							
1.10 Valencia Community of							
1.11 Extremadura							
1.12 Galicia							
1.13 Madrid, Community of							
1.14 Murcia, Region of)							
1.15 Navarra, Autonomous Community of							
1.16 Basque Country							
1.17 Rioja, La							
1.18 Ceuta							
1.19 Melilla							
<b>REST OF THE EUROPEAN UNION</b>							
2. Germany							
3. Austria							
4. Belgium							
5. Denmark							
6. Finland							
7. France							
8. Greece							
9. Ireland							
10. Italy							
11. Luxembourg							
12. Netherlands							
13. Poland							
14. Portugal							
15. United Kingdom							
16. Czech Republic							
17. Sweden							
18. Rest of the EU <sup>1</sup>							
<b>OTHER COUNTRIES</b>							
19. Norway							
20. Russia							
21. Switzerland							
22. Rest of Europe							
23. United States							
24. Rest of America							
25. African countries							
26. Rest of the world							

<sup>1</sup> Countries included in Rest of the EU: Bulgaria, Cyprus, Croatia, Slovakia, Slovenia, Estonia, Hungary, Latvia, Lithuania, Malta and Romania.

### 3. Overnight stays

Occupied bed or overnight stay is defined as each night that a guest stays in the establishment. The number of persons that stay each night will be noted, regardless of the day they entered. *Ex.: One couple with one child will be noted as three overnight stays or occupied beds.*

Place of residence	1 <sup>st</sup> Day	2 <sup>nd</sup> Day	3 <sup>rd</sup> Day	4 <sup>th</sup> Day	5 <sup>th</sup> Day	6 <sup>th</sup> Day	7 <sup>th</sup> Day
<b>European Union</b>							
<b>SPAIN</b>							
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1.2 Aragon							
1.3 Asturias, Principality of							
1.4 Balears, Islands							
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<sup>1</sup> Countries included in Rest of the EU: Bulgaria, Cyprus, Croatia, Slovakia, Slovenia, Estonia, Hungary, Latvia, Lithuania, Malta and Romania.

## 4. Occupancy

Occupancy	1 <sup>st</sup> Day	2 <sup>nd</sup> Day	3 <sup>rd</sup> Day	4 <sup>th</sup> Day	5 <sup>th</sup> Day	6 <sup>th</sup> Day	7 <sup>th</sup> Day
4.1 Number of occupied plots:							
• By caravans with long-term rental <sup>2</sup>	_____	_____	_____	_____	_____	_____	_____
• Rest of occupied plots	_____	_____	_____	_____	_____	_____	_____
4.2 Number of occupied bungalows or similar	_____	_____	_____	_____	_____	_____	_____
4.3 No. occupied caravans, (belonging to the campsite). <i>Does not include those of private use</i>	_____	_____	_____	_____	_____	_____	_____
4.4 No. Occupied places in area without plots	_____	_____	_____	_____	_____	_____	_____

<sup>2</sup>In the event of there being long-term rented plots, these should be included even if they are not occupied.

## 5. Employed staff during the week of reference (Should not include staff on vacation, on leave, etc.)

	Unpaid staff	Paid staff	
	_____	Permanent	Temporary
Employed staff during the week of reference	_____	_____	_____

## 6. Rate (in Euros, not including VAT)

Indicate the **average rate per day of a plot**, whether applied or not, for the week of reference. Also indicate the **approximate percentage** of occupied plots of the **total**, to which each type of rate was applied in the week of reference. (This percentage can be zero in some cases).

	Daily rate (in Euros)	% of occupied plots
- <b>Regular rate</b> : Rate applied to one-time or infrequent clients	_____	_____
<i>Breakdown by items</i>		
Plot	_____	_____
Person (adult) <sup>3</sup>	_____	_____
Family tent / caravan <sup>3</sup>	_____	_____
Car <sup>3</sup>	_____	_____
- <b>Special rates</b> : Rates for long-term stays		
Up to one month	_____	_____
More than one month	_____	_____
- <b>Other rates</b> :		
<i>Specify:</i> _____		_____
		<b>100%</b> <sup>4</sup>
- <b>If you have bungalows or the like:</b>		
Indicate the price of a bungalow / plot / site / etc: _____		

<sup>3</sup> The items that are included in the rate of the plot are not filled out.

<sup>4</sup> This percentage will be zero if there were no occupied plots during the week of reference.

**Observations:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Thank you for your collaboration**