



## 2. Traveller check-in during the reference fortnight and number of vacancies occupied daily

A traveller is any person who arrives and stays overnight in your establishment. Only those persons who check-in each day, even when they stay more than one day, will be considered.

**Reference fortnights:** month of February 1<sup>st</sup> fortnight from the 1-14 / 2<sup>nd</sup> from the 15 to the end of the month. 31 day months: 1<sup>st</sup> fortnight from the 1-15 / 2<sup>nd</sup> from the 16 to the 31

| Place of residence                 | Traveller check-in during the totality of the fortnight | Vacancies occupied daily (number of overnight stays) |       |       |       |       |       |       |
|------------------------------------|---|--|-------|-------|-------|-------|-------|-------|
|                                    |   | Day 1  | Day 2 | Day 3 | Day 4 | Day 5 | Day 6 | Day 7 |
| <b>European Union</b>              |   |  |       |       |       |       |       |       |
| <b>SPAIN</b>                       |   |  |       |       |       |       |       |       |
| 1.1 Andalucía                      |   |  |       |       |       |       |       |       |
| 1.2 Aragón                         |   |  |       |       |       |       |       |       |
| 1.3 Asturias (Principado de)       |   |  |       |       |       |       |       |       |
| 1.4 Baleares (Islas)               |   |  |       |       |       |       |       |       |
| 1.5 Canarias                       |   |  |       |       |       |       |       |       |
| 1.6 Cantabria                      |   |  |       |       |       |       |       |       |
| 1.7 Castilla y León                |   |  |       |       |       |       |       |       |
| 1.8 Castilla - La Mancha           |   |  |       |       |       |       |       |       |
| 1.9 Cataluña                       |   |  |       |       |       |       |       |       |
| 1.10 Comunidad Valenciana          |   |  |       |       |       |       |       |       |
| 1.11 Extremadura                   |   |  |       |       |       |       |       |       |
| 1.12 Galicia                       |   |  |       |       |       |       |       |       |
| 1.13 Madrid (Comunidad de)         |   |  |       |       |       |       |       |       |
| 1.14 Murcia (Región de)            |   |  |       |       |       |       |       |       |
| 1.15 Navarra (Comunidad Foral de)  |   |  |       |       |       |       |       |       |
| 1.16 País Vasco                    |   |  |       |       |       |       |       |       |
| 1.17 Rioja (La)                    |   |  |       |       |       |       |       |       |
| 1.18 Ceuta and Melilla             |   |  |       |       |       |       |       |       |
| <b>REST OF EUROPEAN UNION</b>      |   |  |       |       |       |       |       |       |
| 2. Germany                         |   |  |       |       |       |       |       |       |
| 3. Austria                         |   |  |       |       |       |       |       |       |
| 4. Belgium                         |   |  |       |       |       |       |       |       |
| 5. Denmark                         |   |  |       |       |       |       |       |       |
| 6. Finland                         |   |  |       |       |       |       |       |       |
| 7. France                          |   |  |       |       |       |       |       |       |
| 8. Greece                          |   |  |       |       |       |       |       |       |
| 9. Ireland                         |   |  |       |       |       |       |       |       |
| 10. Italy                          |   |  |       |       |       |       |       |       |
| 11. Luxembourg                     |   |  |       |       |       |       |       |       |
| 12. The Netherlands                |   |  |       |       |       |       |       |       |
| 13. Poland                         |   |  |       |       |       |       |       |       |
| 14. Portugal                       |   |  |       |       |       |       |       |       |
| 15. United Kingdom                 |   |  |       |       |       |       |       |       |
| 16. Czech Republic                 |   |  |       |       |       |       |       |       |
| 17. Sweden                         |   |  |       |       |       |       |       |       |
| 18. Rest of the EU <sup>1</sup>    |   |  |       |       |       |       |       |       |
| <b>REMAINING COUNTRIES</b>         |   |  |       |       |       |       |       |       |
| 19. Norway                         |   |  |       |       |       |       |       |       |
| 20. Russia                         |   |  |       |       |       |       |       |       |
| 21. Switzerland                    |   |  |       |       |       |       |       |       |
| 22. Rest of Europe                 |   |  |       |       |       |       |       |       |
| 23. United States                  |   |  |       |       |       |       |       |       |
| 24. Remaining countries of America |   |  |       |       |       |       |       |       |
| 25. African countries              |   |  |       |       |       |       |       |       |
| 26. Rest of the world              |   |  |       |       |       |       |       |       |

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

## 2. Traveller check-in during the reference fortnight and number of vacancies occupied daily

An occupied vacancy or overnight stay is understood to be every night that a traveller stays in the establishment. The number of persons that sleep each night will be recorded, irrespective of the day they checked-in. *Eg.: A married couple with one child, would give rise to three overnight stays or occupied vacancies.*

**Reference fortnights:** month of February 1<sup>st</sup> fortnight from the 1-14 / 2<sup>nd</sup> from the 15 to the end of the month. 31 day months: 1<sup>st</sup> fortnight from the 1-15 / 2<sup>nd</sup> from the 16 to the 31

Vacancies occupied daily Place of residence

| Day 8 | Day 9 | Day 10 | Day 11 | Day 12 | Day 13 | Day 14 | Day 15 | Day 16 |                                    |
|-------|-------|--------|--------|--------|--------|--------|--------|--------|------------------------------------|
|       |       |        |        |        |        |        |        |        | <b>European Union</b>              |
|       |       |        |        |        |        |        |        |        | <b>SPAIN</b>                       |
|       |       |        |        |        |        |        |        |        | Andalucía 1.1                      |
|       |       |        |        |        |        |        |        |        | Aragón 1.2                         |
|       |       |        |        |        |        |        |        |        | Asturias (Principado de) 1.3       |
|       |       |        |        |        |        |        |        |        | Balears (Islas) 1.4                |
|       |       |        |        |        |        |        |        |        | Canarias 1.5                       |
|       |       |        |        |        |        |        |        |        | Cantabria 1.6                      |
|       |       |        |        |        |        |        |        |        | Castilla y León 1.7                |
|       |       |        |        |        |        |        |        |        | Castilla - La Mancha 1.8           |
|       |       |        |        |        |        |        |        |        | Cataluña 1.9                       |
|       |       |        |        |        |        |        |        |        | Comunidad Valenciana 1.10          |
|       |       |        |        |        |        |        |        |        | Extremadura 1.11                   |
|       |       |        |        |        |        |        |        |        | Galicia 1.12                       |
|       |       |        |        |        |        |        |        |        | Madrid (Comunidad de) 1.13         |
|       |       |        |        |        |        |        |        |        | Murcia (Región de) 1.14            |
|       |       |        |        |        |        |        |        |        | Navarra (Comunidad Foral de) 1.15  |
|       |       |        |        |        |        |        |        |        | País Vasco 1.16                    |
|       |       |        |        |        |        |        |        |        | Rioja (La) 1.17                    |
|       |       |        |        |        |        |        |        |        | Ceuta and Melilla 1.18             |
|       |       |        |        |        |        |        |        |        | <b>REST OF EUROPEAN UNION</b>      |
|       |       |        |        |        |        |        |        |        | Germany 2.                         |
|       |       |        |        |        |        |        |        |        | Austria 3.                         |
|       |       |        |        |        |        |        |        |        | Belgium 4.                         |
|       |       |        |        |        |        |        |        |        | Denmark 5.                         |
|       |       |        |        |        |        |        |        |        | Finland 6.                         |
|       |       |        |        |        |        |        |        |        | France 7.                          |
|       |       |        |        |        |        |        |        |        | Greece 8.                          |
|       |       |        |        |        |        |        |        |        | Ireland 9.                         |
|       |       |        |        |        |        |        |        |        | Italy 10.                          |
|       |       |        |        |        |        |        |        |        | Luxembourg 11.                     |
|       |       |        |        |        |        |        |        |        | The Netherlands 12.                |
|       |       |        |        |        |        |        |        |        | Poland 13.                         |
|       |       |        |        |        |        |        |        |        | Portugal 14.                       |
|       |       |        |        |        |        |        |        |        | United Kingdom 15.                 |
|       |       |        |        |        |        |        |        |        | Czech Republic 16.                 |
|       |       |        |        |        |        |        |        |        | Sweden 17.                         |
|       |       |        |        |        |        |        |        |        | Rest of the EU <sup>1</sup> 18.    |
|       |       |        |        |        |        |        |        |        | <b>REMAINING COUNTRIES</b>         |
|       |       |        |        |        |        |        |        |        | Norway 19.                         |
|       |       |        |        |        |        |        |        |        | Russia 20.                         |
|       |       |        |        |        |        |        |        |        | Switzerland 21.                    |
|       |       |        |        |        |        |        |        |        | Rest of Europe 22.                 |
|       |       |        |        |        |        |        |        |        | United States 23.                  |
|       |       |        |        |        |        |        |        |        | Remaining countries of America 24. |
|       |       |        |        |        |        |        |        |        | African countries 25.              |
|       |       |        |        |        |        |        |        |        | Rest of the world 26.              |

### 3. Capacity and occupancy during the reference fortnight

| 3.1 Capacity                          | Study | 2/4 persons | 4/6 persons | Others |
|---------------------------------------|-------|-------------|-------------|--------|
| 1. Total number of apartments by type | _____ | _____       | _____       | _____  |
| 2. Total vacancies of the apartments  | _____ | _____       | _____       | _____  |

  

| 3.2 Occupancy  | Day 1 | Day 2       | Day 3       | Day 4  | Day 5  | Day 6  | Day 7  | Day 8  |
|--|-------|-------------|-------------|--------|--------|--------|--------|--------|
| 1. Number of apartments occupied   | _____ | _____       | _____       | _____  | _____  | _____  | _____  | _____  |
| 2. Number of supplementary beds used                                       | _____ | _____       | _____       | _____  | _____  | _____  | _____  | _____  |
|  | Day 9 | Day 10      | Day 11      | Day 12 | Day 13 | Day 14 | Day 15 | Day 16 |
| 3. Number of apartments occupied   | _____ | _____       | _____       | _____  | _____  | _____  | _____  | _____  |
| 4. Number of supplementary beds used                                       | _____ | _____       | _____       | _____  | _____  | _____  | _____  | _____  |
|  | Study | 2/4 persons | 4/6 persons | Others |        |        |        |        |
| 5. Number of total apartments occupied each day for each type <sup>2</sup> | _____ | _____       | _____       | _____  | _____  | _____  | _____  | _____  |

<sup>2</sup> Eg.: if a study is occupied during 15 days, you must record in the corresponding section: 15.

### 4. Occupied personnel (Do not include personnel on vacation, sick leave,...)

|   | Unpaid personnel |       | Paid personnel |       |           |       |
|---|------------------|-------|----------------|-------|-----------|-------|
|   | Men              | Women | Fixed          |       | Temporary |       |
|   |                  |       | Men            | Women | Men       | Women |
| Personnel employed during the reference fortnight | _____            | _____ | _____          | _____ | _____     | _____ |

### 5. Expected level of occupancy per apartment

Indicate the percentage of apartments of your establishment that you consider will be occupied during the **second and third month following** the month that includes the reference fortnight.

Eg.: If the survey corresponds to the month of **January**, information is requested on **March and April**. If you consider that the establishment will be, for example, at half occupation on average during the corresponding month, then you must indicate a percentage of 50%.

|   | Second month | Third month |
|---|--------------|-------------|
| Expected level of occupancy in percentage terms | _____        | _____       |

### 6. Use of Internet

Does your establishment have a web page or web site (irrespective of whether or not it belongs to the establishment)?  YES  NO

In the affirmative, record how you use it (you can mark various options)

As a means for contracting your services. Indicate in this case:

- Percentage of apartments occupied during the reference fortnight reserved via the Internet \_\_\_\_\_ %

For the advertising of your establishment

### 7. Prices (in euros, does not include VAT)

Indicate the average price of the apartment per day according to the different types and tariffs, irrespective of whether or not this price has been applied during the reference fortnight. Also record the approximate percentage of each type of tariff over the total number of apartments occupied in each modality during the reference fortnight (this percentage may be zero in some cases).

|                                    | Study             |       | 2/4 persons       |       | 4/6 persons       |       | Others            |       |
|------------------------------------|-------------------|-------|-------------------|-------|-------------------|-------|-------------------|-------|
|                                    | Price in euros    | %     |
| Normal                             | _____             | _____ | _____             | _____ | _____             | _____ | _____             | _____ |
| Weekend (by day)                   | _____             | _____ | _____             | _____ | _____             | _____ | _____             | _____ |
| Tour-operators and travel agencies | _____             | _____ | _____             | _____ | _____             | _____ | _____             | _____ |
| Others (specify):                  | _____             | _____ | _____             | _____ | _____             | _____ | _____             | _____ |
|                                    | 100% <sup>3</sup> |       | 100% <sup>3</sup> |       | 100% <sup>3</sup> |       | 100% <sup>3</sup> |       |

<sup>3</sup> This percentage shall be zero for the modality(ies) in which no apartments have been occupied during the reference fortnight.

### 8. Multi-property (time sharing). System under which the establishment operates

Is it under a time-sharing regime? YES  NO  Number \_\_\_\_\_

In the affirmative, indicate the number of apartments \_\_\_\_\_

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

Thank you for your collaboration