

Card Number	00	1-2
Serial Number of Enterprise		3-6
Industrial Code NACE 2		12-16

LAND AND BUILDINGS DEVELOPMENT SURVEY 2012

FOR OFFICIAL USE						
Weight		Employment Code	Economic Category	Geographical Code	Legal Entity of Enterprise	Institutional Sector
NACE 1.1	NACE 2					
17-20	21-24	25	26-27	28-31	32	33

A. CHARACTERISTICS OF THE ENTERPRISE

- Name of Enterprise or Proprietor
- Correspondence Address
 (Street and number)
 Postal Code Town/Village District
- Post Office Box Postal Code of P.O. Box
- Telephone Fax
- Legal Entity of Enterprise
- Kind of Activity
 (describe fully)

General Instructions

- The Construction Survey covers production, capital investment, employment, wages and salaries, stocks, expenditure on construction materials and other general information on enterprises active in the construction sector. These data are considered necessary for the monitoring of the evolution of the sector and for the better planning of the economic development of Cyprus.
- The Survey is carried out in accordance with the Statistics Law, No. 15(I)/2000. Refusal or negligence to provide the relevant information and the provision of inaccurate or incomplete information will render the respondent liable to the consequences of this Law.
- All questions should be answered with the highest possible accuracy. If you cannot give precise figures, you may give the nearest possible estimates.
- All data should refer to the period from **1st January to 31st December 2012.**

5. ALL DATA COLLECTED WILL BE TREATED AS CONFIDENTIAL

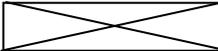
The Statistical Service is obliged under the Statistics Law to treat all the information collected as confidential and to use it solely for statistical purposes. No data for any individual enterprise may be published or disclosed to either public bodies or private individuals.

G. Chr. Georgiou
 Director
 Statistical Service

Columns	1-2
Card Number	10
Common Data Columns 3-16	

B. EMPLOYMENT AND EARNINGS

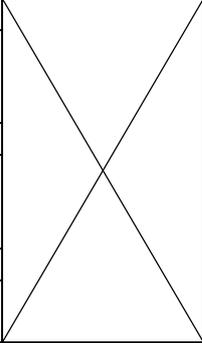
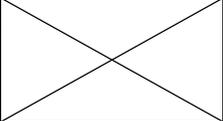
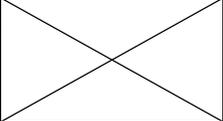
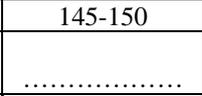
1. Total number of persons employed at the enterprise during 2012 (irrespective of the duration of employment, as appearing in the IR7 form)

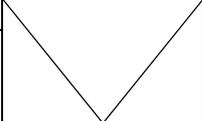
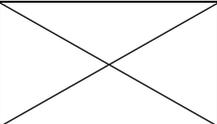
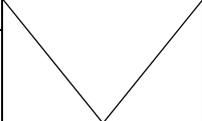
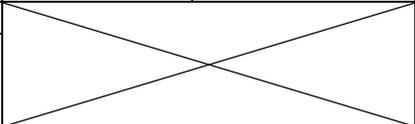
	17-22
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2. Employment for 2012- Number of job positions (quarterly average).

TOTAL	January-March	April-June	July-September	October-December
23-28	29-34	35-40	41-46	47-52
.....

3. Number of persons employed and their remuneration during 2012.

Occupational category of persons employed	Number of persons employed	Total number of weekly working hours for part-time employees	Average number of persons employed (full time equivalent)	Wages and salaries (€)	Employer's contributions to various funds (€)	
Working proprietors and partners	53-58		59-64	65-74	75-84	
	
Engaged family members without salary	85-90			91-96	97-106	
	
Full-time employees	107-112			113-118	119-128	129-138

Part-time employees	139-144	145-150	151-156	157-166	167-176	
TOTAL NUMBER OF PERSONS EMPLOYED	177-182		183-188	189-198	199-208	
	
OF WHICH FEMALES			209-214			
					

4. Number of working days of the enterprise during 2012 (number of days the enterprise was open for the employees)

.....	215-220
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5. Total number of working days lost during 2012 (including vacation and sick leave, public holidays, strikes etc.) per employee

.....	221-226
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Columns	1-2
Card Number	20
Common Data Columns 3-16	

C. TURNOVER

	Value (€)	Columns
(1) Revenue from land development and building projects, of which.....		17-28
a. Started and completed in 2012.....		29-40
b. Started before 2012 and completed in 2012.....		41-52
c. Started and completed before 2012.....		53-64
(2) a. Revenue from resale of own real estate without any modification.....		65-76
b. Revenue from resale of finished and unsold own real estate (stocks)		77-88
(3) Revenue from letting of own property and collection of rents		89-100
(4) Revenue from intervention in purchase, sale, letting and rating of real estate		101-112
(5) Revenue from other services provided (specify).....		113-124
(6) TOTAL VALUE OF SALES (1+2a+2b+3+4+5).....		125-136
(7) Value of fixed assets produced by the enterprise of own use.....		137-148
(8) Work in progress during 2012 (PART Ca, COLUMN 10 minus PART Cb, Column 11).....		149-160
(9) Cost of real estate bought during 2012, of which:		161-172
a. Is under development.....		173-184
b. Was developed and sold in the same year.....		185-196
c. Was sold in the same year without any modification.....		197-208
(10) Change in stocks for 2012(PART E ,1+2+3)		209-220
(11) TOTAL GROSS OUTPUT (6+7+8-9+10).....		221-232
(12) Interest earned.....		233-244
(13) Subsidies (for investments done)		245-256
(14) Dividends, shares and other revenue		257-268
(15) Profit/loss (+/-) from sales of fixed assets		269-280

Columns	1-2
Card Number	30
Common Data Columns 3-16	

D. PURCHASES FOR 2012

	Value (€)	Columns
TOTAL VALUE OF PURCHASES	17-28
a. Purchases of goods for re-sale in the same condition as purchased	29-40
b. Purchases of raw materials, packing materials etc	41-52
c. Purchases of spare parts and fuel	53-64

E. STOCKS AT THE BEGINNING AND END OF 2012

Category of stocks	1.1.2012 Value (€)	31.12.2012 Value (€)
	65-74	75-84
(1) Land and building plots
	85-94	95-104
(2) Buildings and minors.....
	105-114	115-124
(3) Goods purchased for re-sale (without any modification)
	125-134	135-144
(4) Construction materials and packing materials
	145-154	155-164
(5) Other stocks (fuel and spare parts)
	165-174	175-184
TOTAL VALUE OF STOCKS

Columns	1-2
Card Number	40
Common Data Columns 3-16	

F. PRODUCTION EXPENSES OF THE ENTERPRISE FOR 2012

Direct Costs	Value (€)	Columns
(1) Value of construction materials (PART Ca and Cb COLUMN 1).....		
Wood work Aluminium items..... Iron items	17-28
(2) Other materials	29-40
(3) Fuel (for power and heating, equipment for production etc.)	41-52
(4) Electricity	53-64
(5) Water	65-76
(6) Expenses on vehicles.....Licenses.....Insurance.....		
a. Fuel and lubricants for vehicles	77-88
b. Repairs and other expenses of vehicles	89-100
c. Amount paid to others for transport of materials	101-112
(7) Amount paid to others for work done or services rendered to the enterprise (PART Ca and Cb, COLUMN 2)	113-124
(8) Amount paid for spare parts and repairs of machinery and equipment	125-136
(9) Amount paid to others for repairs and maintenance of the buildings of the enterprise	137-148
(10) Printing materials and stationery	149-160
(11) Cost of materials used for the construction of fixed assets by the enterprise for its own use	161-172
(12) Fees and licenses (waste collection, sewerage, building permits etc) (PART Ca and Cb, COLUMN 3)	173-184
(13) Uniforms and safety equipments.....	185-196
(14) Other production expenses (specify):.....	221-232
TOTAL VALUE OF DIRECT COSTS	233-244

Columns	1-2
Card Number	50
Common Data Columns 3-16	

G. ADMINISTRATIVE AND OTHER RELATED EXPENSES FOR 2012

Type of expenses	Value (€)	Columns
(1) Telephone, postage, courier and other related charges	17-28
(2) Advertising	29-40
(3) Legal services	41-52
(4) Accounting and auditing	53-64
(5) Technical consultations	65-76
(6) Insurance: (.....)		
a. Buildings and machinery	77-88
b. Motor vehicles	89-100
c. Project	101-112
d. Others (specify)	113-124
(7) Warehouse and storage	125-136
(8) Entertainment allowances	137-148
(9) Traveling expenses (inside the country and abroad)	149-160
(10) Personnel training (seminars etc.)	161-172
(11) Bank charges	173-184
(12) Subscriptions (other than donations)	185-196
(13) Patents and royalties	197-208
(14) Payments to employment agencies and similar organizations for the provision of personnel	209-220
(15) Other administrative expenses (specify):	233-244
TOTAL ADMINISTRATIVE EXPENSES	245-256

Columns	1-2
Card Number	60
Common Data Columns 3-16	

H. RENT, INTEREST, DEPRECIATION AND INDIRECT TAXES FOR 2012

Rent, interest, depreciation and indirect taxes	Value (€)	Columns
(1) Rent on buildings and parking spaces:		
a. Actual paid	17-24
b. Imputed for self-owned buildings	25-32
(2) Rent for machinery and motor vehicles	33-40
(3) Interest paid for loans incurred by the enterprise	41-48
(4) Depreciation for buildings, machinery, motor vehicles and other fixed assets of the enterprise	49-56
(5) Indirect taxes:		
a. Motor vehicle licenses	57-64
b. Municipal/Community taxes (other than waste collection and sewerage)	65-72
c. Municipal/Community property fee	73-80
d. Stamp duties	81-88
e. Other indirect taxes (transfers)	97-104
TOTAL OF RENT, INTEREST, DEPRECIATION AND INDIRECT TAXES	113-120

Columns	1-2
Card Number	70
Common Data Columns 3-16	

I. CAPITAL INVESTMENTS FOR 2012

Type of equipment	Purchases Value (€)	Sales Value (€)
	17-28	29-40
(1) Land and plots for own use.....
(2) Old buildings constructed before 2012, which were used:	41-52	53-64
a. as residences
b. in economic activity	65-76	77-88

(3) New structures (purchase, construction, large-scale repairs and renovations including air conditioning appliances and electrical installations)	89-100	101-112

(4) Transport equipment	113-124	125-136

(5) Furniture and fixtures	137-148	149-160

(6) Computers.....	161-172	173-184

(7) Software	185-196	197-208

(8) Machinery and other equipment	209-220	221-232

	233-244	245-256
TOTAL OF PURCHASES/SALES

Columns	1-2
Card Number	80
Common Data Columns 3-16	

I. EXPECTED EMPLOYMENT, OUTPUT AND EXPENDITURE ON FIXED ASSETS FOR 2013

Employment and Output:

(1) Number of persons employed.....	17-28
(2) Average number of persons employed (in full-time equivalent).....	29-40
(3) Total turnover of the enterprise (€).....	41-52

Capital Investments:

Value (€)

(4) Land and plots	53-64
(5) Buildings and other construction work	65-76
(6) Machinery and other equipment	77-88
(7) Transport equipment	89-100
(8) Furniture, fixtures and others	101-112
TOTAL OF CAPITAL INVESTMENTS	113-124

Auditing Office Information:

Name of Auditor/Accountant :

Name of accounting firm:

Address:

Telephone:

Name of the person that provided the information:

Position:

..... Telephone:

REMARKS

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FOR OFFICIAL USE

Interviewer Date

Checked by Date

Coded by Date