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STATISTICAL SERVICE  
1444 NICOSIA

Card Number

Serial Number of Enterprise

Activity Code NACE 2

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	SER-NO
	12-16

**LAND AND BUILDINGS DEVELOPMENT SURVEY 2014**

FOR OFFICIAL USE					
Weighting coefficient	Employment Code	Economic Category	Geographical Code	Legal Status of Enterprise	Institutional Sector

**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 Status of Enterprise .....
- Kind of Activity  
(describe fully) .....

**General Instructions**

- The Land and Buildings Development Survey covers production, capital investment, employment, wages and salaries, stocks, expenditure on construction materials and other general information on enterprises active in this 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 **1<sup>st</sup> January to 31<sup>st</sup> December 2014.**

**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.

George Chr. Georgiou  
Director  
Statistical Service

October, 2015.

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## B. EMPLOYMENT AND EARNINGS

1. Total number of persons employed at the enterprise during 2014  
(irrespective of the duration of employment, as appearing in the IR7 form)

	C10_Q1
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2. Employment for 2014 - Number of job positions (quarterly average).

TOTAL	January-March	April-June	July-September	October-December
C10_Q2_V1	C10_Q2_V2	C10_Q2_V3	C10_Q2_V4	C10_Q2_V5
.....	.....	.....	.....	.....

3. Number of persons employed and their remuneration during 2014.

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	C10_Q3_V01		C10_Q3_V02	C10_Q3_V03	C10_Q3_V04
	.....		.....	.....	
Engaged family members without salary	C10_Q3_V05		C10_Q3_V06	C10_Q3_V07	
	.....		.....	.....	
Full-time employees	C10_Q3_V08		C10_Q3_V09	C10_Q3_V10	C10_Q3_V11
	.....		.....	.....	.....
Part-time employees	C10_Q3_V12	C10_Q3_V13	C10_Q3_V14	C10_Q3_V15	C10_Q3_V16
	.....	.....	.....	.....	.....
TOTAL NUMBER OF PERSONS EMPLOYED	C10_Q3_V17		C10_Q3_V18	C10_Q3_V19	C10_Q3_V20
	.....		.....	.....	.....
OF WHICH FEMALES			C10_Q3_V21		
			.....		

4. Number of working days of the enterprise during 2014  
(number of days the enterprise was open for the employees)

.....	C10_Q4
.....	C10_Q5

5. Total number of working days lost during 2014 (including vacation and sick leave, public holidays, strikes etc.) per employee

### C. TURNOVER

	Value (€)	Variable Code
(1) Revenue from land development and building projects, of which .....		C20_Q01
a. Started and completed in 2014 .....		C20_Q01A
b. Started before 2014 and completed in 2014 .....		C20_Q01B
c. Started and completed before 2014 .....		C20_Q01C
(2) a. Revenue from resale of own real estate without any modification .....		C20_Q02A
b. Revenue from resale of finished and unsold own real estate (stocks) .....		C20_Q02B
(3) Revenue from letting of own property and collection of rents .....		C20_Q03
(4) Revenue from mediation in purchase, sale, letting and rating of real estate .....		C20_Q04
(5) Revenue from other services provided (specify) .....		C20_Q05
<b>(6) TOTAL VALUE OF SALES (1+2a+2b+3+4+5) .....</b>		<b>C20_Q06</b>
(7) Value of fixed assets produced by the enterprise of own use .....		C20_Q07
(8) Work in progress during 2014 (PART Ca, COLUMN 10 minus PART Cb, Column 11).....		C20_Q08
(9) Cost of real estate bought during 2014, of which: .....		C20_Q09
a. Is under development. ....		C20_Q09A
b. Was developed and sold in the same year .....		C20_Q09B
c. Was sold in the same year without any modification .....		C20_Q09C
(10) Change in stocks for 2014 (PART E, 1+2+3) .....		C20_Q10
<b>(11) TOTAL GROSS OUTPUT (6+7+8-9+10).....</b>		<b>C20_Q11</b>
(12) Interest earned.....		C20_Q12
(13) Subsidies (for investments done) .....		C20_Q13
(14) Dividends, shares and other revenue .....		C20_Q14
(15) Profit/loss (+/-) from sales of fixed assets .....		C20_Q15

**C. a. LAND AND BUILDINGS DEVELOPMENT EXPENSES AND WORK IN PROGRESS IN 2014**

Land and buildings development expenses for projects which continued after 2014. Cost of land is not included.

Name/Description of projects	<b>DEVELOPMENT EXPENSES 2014</b>				<b>WORK IN PROGRESS</b>					
	Plots division/Raw materials	Subcontractors, Architect/Civil Engineer Expenses	Other development expenses	<b>TOTAL</b>	Total cost until 31/12/2014 (including cost of previous years)	Estimated total cost of the project	Estimated total income from development projects	Percentage of completion of the project for 2014 only	Percentage of completion of the project until 31/12/2014	Estimated income proportional to work that is still in progress ( <b>Work in progress for 2014</b> )
	(€)	(€)	(€)	(€)	(€)	(€)	(€)	(%)	(%)	(€)
	(1)	(2)	(3)	4=(1+2+3)	(5)	(6)	(7)	8=(4/6)*100	9=(5/6)*100	10=7*8
<b>Total (€)</b>										

**C. b. LAND AND BUILDINGS DEVELOPMENT EXPENSES AND WORK IN PROGRESS IN 2014**

Land and buildings development expenses for projects which finished in 2014. Cost of land is not included.

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**D. PURCHASES FOR 2014**

	Value (€)	Variable Code
<b>TOTAL VALUE OF PURCHASES</b>	.....	<b>C30_D_TOT</b>
a. Purchases of goods for re-sale in the same condition as purchased .....	.....	C30_D_A
b. Purchases of raw materials, packing materials, etc .....	.....	C30_D_B
c. Purchases of spare parts and fuel .....	.....	C30_D_C

**E. STOCKS AT THE BEGINNING AND END OF 2014**

Category of stocks	1.1.2014 Value (€)	31.12.2014 Value (€)
	C30_Q1_START	C30_Q1_END
(1) Land and building plots .....	.....	.....
	C30_Q2_START	C30_Q2_END
(2) Buildings and manors .....	.....	.....
	C30_Q3_START	C30_Q3_END
(3) Goods purchased for re-sale (without any modification).....	.....	.....
	C30_Q4_START	C30_Q4_END
(4) Construction and packing materials .....	.....	.....
	C30_Q5_START	C30_Q5_END
(5) Other stocks (fuel and spare parts) .....	.....	.....
	<b>C30_TOT_START</b>	<b>C30_TOT_END</b>
<b>TOTAL VALUE OF STOCKS</b>	.....	.....

**F. PRODUCTION EXPENSES OF THE ENTERPRISE FOR 2014**

Direct Costs	Value (€)	Variable Code
(1) Value of construction materials (PART Ca and Cb COLUMN 1) .....	.....	C40_Q01
(2) Packing materials .....	.....	C40_Q02
(3) Fuel (for power and heating, equipment for production etc.) .....	.....	C40_Q03
(4) Electricity .....	.....	C40_Q04
(5) Water .....	.....	C40_Q05
(6) Expenses on vehicles..... Licences..... Insurance .....		
a. Fuel and lubricants for vehicles .....	.....	C40_Q06a
b. Repairs and other expenses of vehicles .....	.....	C40_Q06b
c. Amount paid to others for transport of materials .....	.....	C40_Q06c
(7) Amount paid to others for work done or services rendered to the enterprise (PART Ca and Cb, COLUMN 2) .....	.....	C40_Q07
(8) Amount paid for spare parts and repairs of machinery and equipment .....	.....	C40_Q08
(9) Amount paid to others for repairs and maintenance of the buildings of the enterprise .....	.....	C40_Q09
(10) Printing materials and stationery .....	.....	C40_Q10
(11) Cost of materials used for the construction of fixed assets by the enterprise for its own use .....	.....	C40_Q11
(12) Fees and licences (waste collection, sewerage, building permits etc) (PART Ca and Cb, COLUMN 3) .....	.....	C40_Q12
(13) Uniforms and safety equipment .....	.....	C40_Q13
(14) Other production expenses (specify):.....	.....	C40_Q14
<b>TOTAL VALUE OF DIRECT COSTS</b>	<b>.....</b>	<b>C40_TOT</b>

**G. ADMINISTRATIVE AND OTHER RELATED EXPENSES FOR 2014**

Type of expenses	Value (€)	Variable Code
(1) Telephone, postage, courier and other related charges .....	.....	C50_Q01
(2) Advertising .....	.....	C50_Q02
(3) Legal services .....	.....	C50_Q03
(4) Accounting and auditing .....	.....	C50_Q04
(5) Technical consultations .....	.....	C50_Q05
(6) Insurance: (.....)		
a. Buildings and machinery .....	.....	C50_Q06a
b. Motor vehicles .....	.....	C50_Q06b
c. Project .....	.....	C50_Q06c
d. Others (specify) .....	.....	C50_Q06d
(7) Warehouse and storage .....	.....	C50_Q07
(8) Entertainment allowances .....	.....	C50_Q08
(9) Traveling expenses (inside the country and abroad) .....	.....	C50_Q09
(10) Personnel training (seminars etc.) .....	.....	C50_Q10
(11) Bank charges .....	.....	C50_Q11
(12) Subscriptions (other than donations) .....	.....	C50_Q12
(13) Patents and royalties .....	.....	C50_Q13
(14) Payments to employment agencies and similar organisations for the provision of personnel .....	.....	C50_Q14
(15) Other administrative expenses (specify): .....	.....	C50_Q15
<b>TOTAL ADMINISTRATIVE EXPENSES</b>	<b>.....</b>	<b>C50_TOT</b>



**H. RENT, INTEREST, DEPRECIATION AND INDIRECT TAXES FOR 2014**

Rent, interest, depreciation and indirect taxes	Value (€)	Variable Code
(1) Rent on buildings and parking spaces:		
a. Actual paid .....	.....	C60_Q01a
b. Imputed for self-owned buildings .....	.....	C60_Q01b
(2) Rent for machinery and motor vehicles .....	.....	C60_Q02
(3) Interest paid for loans incurred by the enterprise .....	.....	C60_Q03
(4) Depreciation for buildings, machinery, motor vehicles and other fixed assets of the enterprise .....	.....	C60_Q04
(5) Indirect taxes:		
a. Motor vehicle licenses .....	.....	C60_Q05a
b. Municipal/Community taxes (other than waste collection and sewerage) .....	.....	C60_Q05b
c. Municipal/Community property fee .....	.....	C60_Q05c
d. Stamp duties .....	.....	C60_Q05d
e. Other indirect taxes (transfers) .....	.....	C60_Q05e
<b>TOTAL OF RENT, INTEREST, DEPRECIATION AND INDIRECT TAXES</b>	<b>.....</b>	<b>C60_TOT</b>

**I. CAPITAL INVESTMENTS FOR 2014**

Type of equipment	Purchases Value (€)	Sales Value (€)
	C70_Q1_P	C70_Q1_S
(1) Land and plots for own use .....	.....	.....
(2) Old buildings constructed before 2014, which were used:	C70_Q2a_P	C70_Q2a_S
a. as residences .....	.....	.....
b. in economic activity .....	C70_Q2b_P	C70_Q2b_S
	.....	.....
(3) New structures (purchase, construction, large-scale repairs and renovations including air conditioning appliances and electrical installations) .....	C70_Q3_P	C70_Q3_S
	.....	.....
(4) Transport equipment .....	C70_Q4_P	C70_Q4_S
	.....	.....
(5) Furniture and fixtures .....	C70_Q5_P	C70_Q5_S
	.....	.....
(6) Computers .....	C70_Q6_P	C70_Q6_S
	.....	.....
(7) Software .....	C70_Q7_P	C70_Q7_S
	.....	.....
(8) Machinery and other equipment .....	C70_Q8_P	C70_Q8_S
	.....	.....
	C70_TOT_P	C70_TOT_S
<b>TOTAL OF PURCHASES/SALES</b>	.....	.....

**I. EXPECTED EMPLOYMENT, OUTPUT AND EXPENDITURE  
ON FIXED ASSETS FOR 2015**

<b>Employment and Output</b>	<b>Persons/ Value (€)</b>	<b>Variable Code</b>
(1) Number of persons employed .....	.....	C80_Q1
(2) Average number of persons employed (in full-time equivalent).....	.....	C80_Q2
(3) Wages and salaries (€) .....	.....	C80_Q3
(4) Total gross output (€).....	.....	C80_Q4
<b>Capital Investments:</b>	<b>Value (€)</b>	<b>Variable Code</b>
(5) Land and plots .....	.....	C80_Q5
(6) Buildings and other construction work .....	.....	C80_Q6
(7) Machinery and other equipment .....	.....	C80_Q7
(8) Transport equipment .....	.....	C80_Q8
(9) Furniture, fixtures and others .....	.....	C80_Q9
<b>TOTAL OF CAPITAL INVESTMENTS</b>	.....	<b>C80_TOT</b>

**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 .....