

## QUESTIONNAIRE FOR ASCERTAINING WHETHER THE CONDITIONS RELATING TO THE TERM “NON CYPRUS RESIDENT” ARE MET FOR THE YEAR

- This Questionnaire is completed by **non Cyprus residents** (Individuals and Companies) who /which are beneficially entitled to Interest and have signed the Declaration in order to be exempt from deduction of special contribution for defence relating to the said interest, Form I.R. 18.
- In the case of Bank Interest this Questionnaire, once completed and signed, must be submitted to the Bank with which the account/s is are maintained, by 31 December of the current year, in order to ensure that special contribution for defence will not be deducted from interest. If it is not submitted the Bank will deduct special contribution for the defence with respect to the following year and payment will also be demanded for special contribution for defence for the current year together with interest.
- In case of interest from other sources this Questionnaire must be submitted, completed and signed, in time, to the institution paying the interest, in order to avoid the deduction of special contribution for defence.

INDIVIDUALS		
1. Full name: <input style="width: 95%;" type="text"/>		
2. Permanent Home Address: <input style="width: 95%;" type="text"/>		
3. Your permanent home is (tick in the appropriate box): <input type="checkbox"/> Privately owned <input type="checkbox"/> Rented	4. Do you own a private home in Cyprus (tick in the appropriate box): <input type="checkbox"/> Yes <input type="checkbox"/> No	
5. Business Address: <input style="width: 95%;" type="text"/>		
6. Description of Economic Activity: <input style="width: 95%;" type="text"/>		
Name of Employer: <input style="width: 95%;" type="text"/>		
Address of Employer: <input style="width: 95%;" type="text"/>		
7. (a) Passport number: <input style="width: 100%;" type="text"/>	(b) Expiry date (dd/mm/yyyy): <input style="width: 100%;" type="text"/>	(c) Issuing Authority: <input style="width: 95%;" type="text"/>
8. When you are in Cyprus you reside in a (tick in the appropriate box): <input type="checkbox"/> a. Hotel <input type="checkbox"/> b. Rented Premises <input type="checkbox"/> c. Owned Premises		
<b>9. Dates of entry in and exit from Cyprus during the reference year:</b>		
Date of entry (dd/mm/yyyy): <input style="width: 100%;" type="text"/>	Date of exit (dd/mm/yyyy): <input style="width: 100%;" type="text"/>	Days of stay <input style="width: 95%;" type="text"/>
<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 95%;" type="text"/>
<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 95%;" type="text"/>
Total days of stay: <input style="width: 95%;" type="text"/>		
10. Signature: <input style="width: 95%; height: 60px;" type="text"/>		11. Date (dd/mm/yyyy): <input style="width: 100%;" type="text"/>

- Note : As far as § 8 and 9 are concerned the Department of Inland Revenue retains the right to request the submission of supporting evidence relating to the above e.g. hotel payment vouchers, letting contract, a residence title deed, copy of passport pages or air/sea tickets, or boarding passes, which show the dates of entry and exit.

## COMPANIES

1. Name:

2. Taxpayer Identification Code:  3. Company's Registration No.:

4. Country in which the Company is registered:

5. Address at which the Company's Registered Offices are situated :

6. Address of Tax Administration to which the Company belongs:

7. Description of main Economic Activity:

8. Address at which Central Offices are situated:

9. Country in which Meetings of the Board of Directors are held:

10. In your opinion does the Company have a permanent establishment in Cyprus e.g. Is there a fixed place of business through which the business of the enterprise is wholly or partly carried out?  
 Yes  No

11. Is the Company's management and control exercised in Cyprus?  
 Yes  No

12. Names and Addresses of Directors:

13. Authorized Representatives of Directors (Names and Addresses if applicable):

14. Signature (the Director or the Secretary must sign on behalf of a Company):

15. Date (dd/mm/yyyy):