



Tourism Authority Act 2006 (as amended)
(Section 25A)

Application for
Tourist Accommodation Certificate

1. Type of Application *(please tick as appropriate)*

☐ New Certificate

☐ Re-issue of Certificate

☐ Variation of Tourist Accommodation Certificate

(Please specify type of proposed variation): _____

2. Particulars of Applicant

Name of Applicant/
Company/Société

Nationality
(as applicable)

National Identity Card/
Passport Number of Applicant

Business Registration
Number

Company Registration
Number

Name of Contact Person

Postal Address

.....

.....

Telephone

Mobile

Owner	
Director	
General Manager	

Email

Owner	
Director	
General Manager	

Note: Any change in the particulars of the applicant should be notified to the Tourism Authority within 15 days

3. Particulars of Representative *(in case of a Company or Société)*

Name _____

Designation _____

National Identity Card/Passport Number _____

4. Particulars of Business

Business Name/Trade Name

Address of Tourist Accommodation

Telephone

Mobile

Fax

Email

5. List of Shareholders and Directors

Name of Shareholders*	Nationality	No of Shares	% Shareholding
Name of Directors*	Nationality	NIC/Passport Number	Address

*(Please attach additional sheets if required)

6. Type of Tourist Accommodation *(please tick as appropriate)*

1. Hotel ☐

2. Guest House ☐

3. Tourist Residence ☐

4. Domaine

☐

7. Details of Facilities

Note: Any activities/services governed by the Tourism Authority Act and offered by the applicant, other than those mentioned hereunder, should be licensed separately as a Tourist Enterprise.

7.1. Hotel Certificate (Please fill in or tick as appropriate)

Facilities		Type A (201+) (Above 200 rooms)	Type B (101-200) (More than 100 but not exceeding 200 rooms)	Type C (51-100) (More than 50 but not exceeding 100 rooms)	Type D (10-50) (Not less than 10 but not exceeding 50 rooms)
Number of rooms					
Restaurant (Please specify number and trade name)*					
Beauty parlour					
Health and fitness					
Spa and wellness (Please specify trade name)*					
Boathouse					
Rental of bicycles					
Supply (sale) of Liquor					
Activities	Shops/boutiques				
	Bar				
Other facilities					

*(Please attach additional sheets if required)

7.2. Guest House Certificate (Please fill in or tick as appropriate)

Facilities	Type A (51+) (Above 50 rooms)	Type B (11-50) (More than 10 but not exceeding 50 rooms)	Type C (2-10) (Not less than 2 but not exceeding 10 rooms)
Number of rooms			
Restaurant			
Health and fitness			
Spa & Wellness			
Other facilities			

*(Please attach additional sheets if required)

7.3. Tourist Residence Certificate *(Please fill in or tick as appropriate)*

Facilities	Type A (51+) <i>(Above 50 rooms)</i>	Type B (11-50) <i>(More than 10 but not exceeding 50 rooms)</i>	Type C (1-10) <i>(Up to 10 rooms)</i>
Number of rooms			
Restaurant			
Health and fitness			
Spa and wellness			
Other facilities			

**(Please attach additional sheets if required)*

7.4. Domaine Certificate *(Please fill in or tick as appropriate)*

Facilities	Accommodation	No accommodation
Number of rooms <i>(not more than 25)</i>		x
Restaurant		
Supply (sale) of Liquor		
Rental of quad		
Rental of bicycles		
Other facilities		

**(Please attach additional sheets if required)*

8. Have you, or any Director, or Manager or officer or a majority shareholder of the company/société ever been convicted of any offence fraud or for dishonesty, within the past 3 years?	☐ Yes ☐ No
If the answer is 'Yes' to the above, please provide details of the conviction	

9. Have you ever been refused a licence by the Tourism Authority?	☐ Yes ☐ No
If the answer is 'Yes' to the above, please provide details	

10. Have you been holder of a Tourist Enterprise Licence which had been revoked by the Authority within the past 3 years?	☐ Yes ☐ No
If the answer is 'Yes' to the above, please provide details	

11. Declaration

I hereby certify that the above information is true, accurate and correct to the best of my knowledge.

Name:..... Signature:.....

Designation:..... Date:.....

Note:

- (1) This application form should be accompanied by payment of a fee of Rs.5000 (five thousand rupees) and all required documents as per list for each type of accommodation for NEW Certificate
- (2) Please bring along the following documents when submitting this application for conversion of Tourist Enterprise Licence to Tourist Accommodation Certificate and payment of Rs.5000:
 - a. Copies of valid Tourist Enterprise Licences (grey card) for all licensed activities under the Tourism Authority Act
 - b. Original /Copy of Trade Fee receipt paid at the District/Municipal Council for the year 2014 in respect of licensed activities under the Tourism Authority Act
- (3) Fees for facilities/activities such as "Supply (sale) of Liquor", "Shops/Boutiques" and "Bar" are payable at the MRA or relevant authorities.
- (4) The Tourism Authority reserves the right to request the applicant to submit such additional Information or documents as it may deem appropriate for the processing of the application.

For Official Use:

Remarks:

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Name of officer: Signature:

Date: