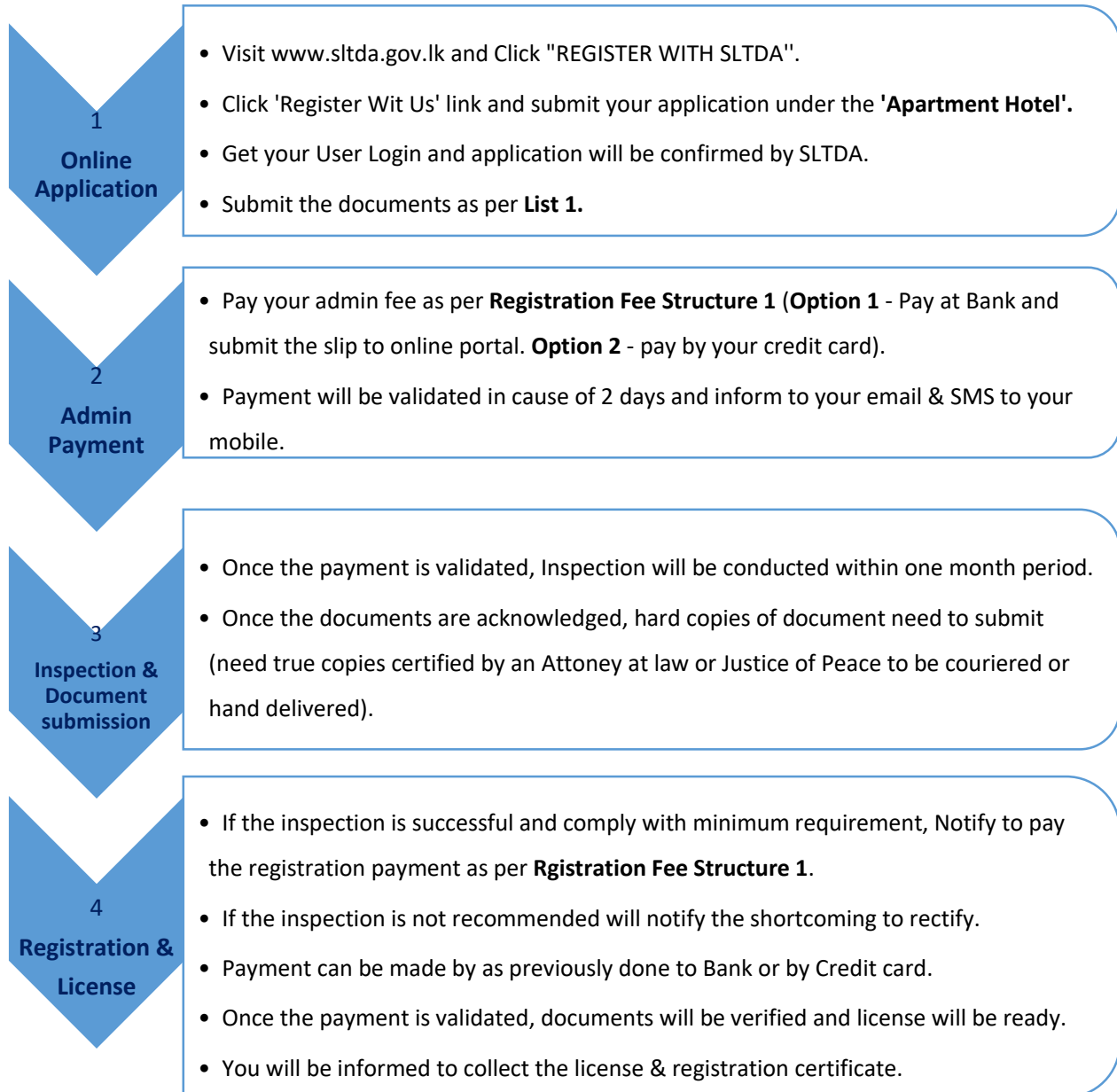


Registration Process – Tourist Apartment Hotels



Tourist Apartment Hotels – Registration

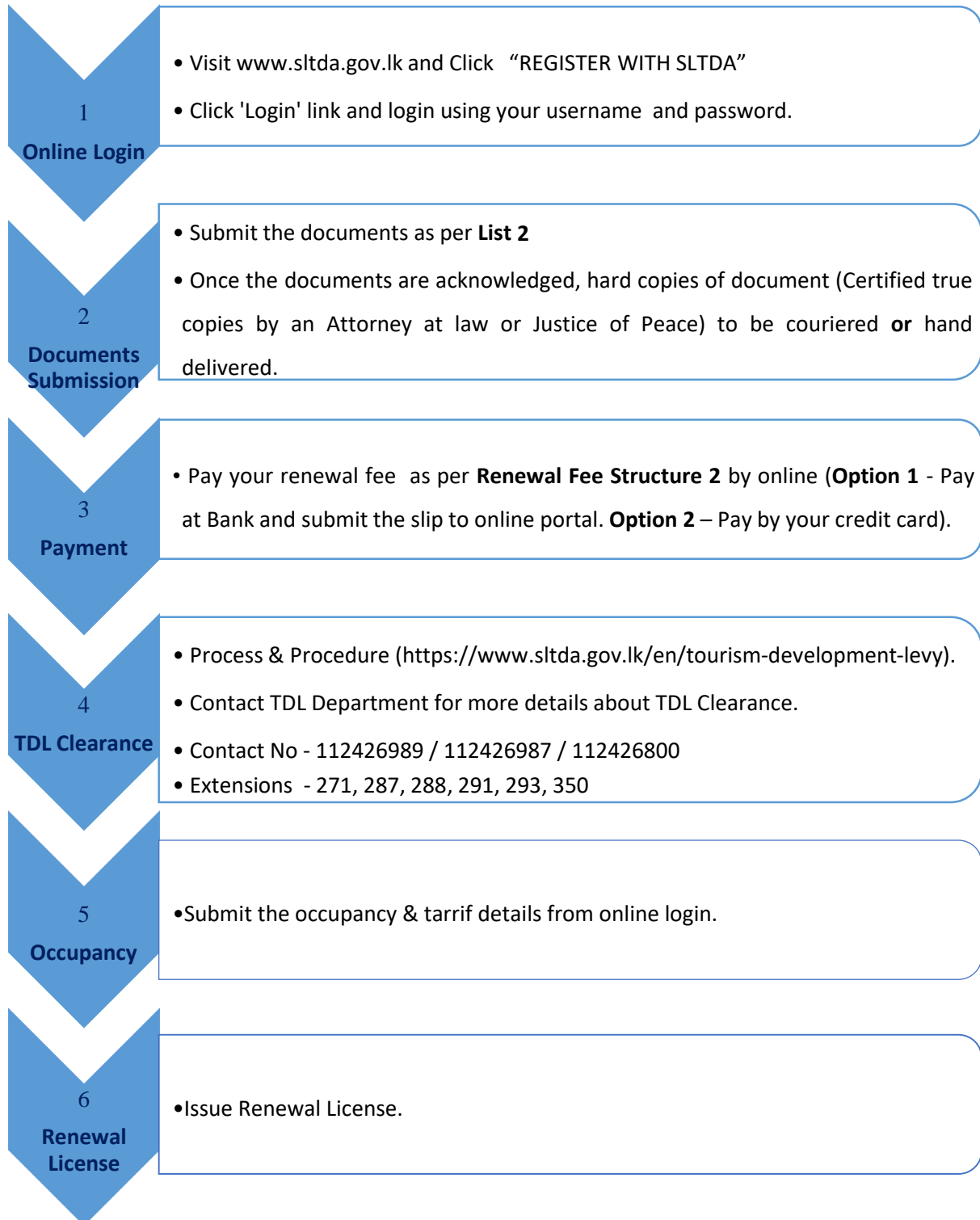
Required Documents:

S/N	Required Documents
1	<ul style="list-style-type: none"> • Business Registration • Form 1 or 48/15 (To confirm the registered address & directors/shareholders – If a limited liability company) • Form 20 (If a limited liability company – If any director change) • Board Resolution (To confirm the Trade Name if it is different than Registered Name - If a limited liability company only) View
2	Approved Building Plan or consent letter View
3	Environmental Protection License (EPL) or consent letter View
4	Insurance Policy covering Public Liability
5	Insurance Policy covering Workmens' Compensation
6	Written explicit consent from the respective management corporation together with the concurrence of the Condominium Management Authority for operating the property as an Apartment / Condominium Hotel or Where there are multiple owners
7	Water Quality Test Reports (Bacteriological examination and Chemical Analysis)
8	Certificate of Fire Protection
9	Bio Data of Executive Staff (At least 4)
10	Medical Reports of all staff
•	Trade License or consent letter (Optional) View
•	Deed or Lease Agreement or consent letter (Optional) View

Registration Fee Structure 1:

	1 st Payment Rs.	2 nd Payment Rs.	Total Payment Rs.
Up to 25 units	11,794.87	42,461.54	54,256.41
26 to 50 units	11,794.87	49,538.46	61,333.33
Above 50 units	11,794.87	56,615.38	68,410.25

Renewal Process – Tourist Apartment Hotels



List 2

Tourist Apartment Hotels – Renewal

Required Documents:

(**Once receiving the documents accepted acknowledgment to your email, submit all the hard copies of the registration documents to SLTDA as 'True Copy' ascertained by Attorney at law or Justice of Peace)

S/N	Required Documents
1	Board Resolution for Trade Name (If the Business Registered as limited liability Company)
2	Written explicit consent from the respective management corporation together with the concurrence of the Condominium Management Authority for operating the property as an Apartment / Condominium Hotel or Where there are multiple owners
3	Renewed Environmental Protection License (EPL) or consent letter View
4	Renewed Insurance Policy covering Public Liability
5	Renewed Insurance Policy covering Workmens' Compensation
6	Renewed Certificate of Fire Protection
7	Water Quality Test Reports (Bacteriological examination and Chemical Analysis)
8	Bio Data of Executive Staff (At least 4)
9	Medical Reports of all staff
•	Trade License or consent letter (Optional) View
•	Deed or Lease Agreement or consent letter (Optional) View

Renewal Fee Structure 2:

Category	Renewal Fee (Rs.)
Up to 25 units	25,948.72
26 to 50 units	33,025.64
Above 50 units	40,102.56