

APPLICATION FOR REQUEST VEHICLE IMPORTS BY SLTDA REGISTERED SERVICE PROVIDERS

[Registration of Tourism Service Providers for the Importation of Necessary Transport Facilities for the Rapid Development of the Tourism Sector]

1. DETAILS OF THE TOURISM ESTABLISHMENT

*Please refer the SLTDA registration certificate and accurately complete all relevant details as required."

1.1. SLTDA Registration Number :

1.2. SLTDA Registration Category :

1.3. Year of First Registration :

1.4. Last Renewal Years: 2019- 2020- 2021- 2022 2023- 2024-

*Please put (✓) mark for relevant fields

1.5. SLTDA Registered Trading Name: :

1.6. Operational Address :

1.7. Business E mail Address :

1.8. Web Address :

1.9. Telephone No 1 :

1.10. Telephone No 2 :

1.11. Tourism Development Levy (TDL) Amount for Last 5 Years

No	Year	TOTAL TDL Amount PAID	
		Rs.	Cents.
1	2018/2019		
2	2019/2020		
3	2020/2021		
4	2021/2022		
5	2022/2023		
6	2023/2024		
Total			

2. DETAILS OF THE COMPANY

2.1. Business Registration (BR) No :

2.2. Company Name:

2.3. Details of the Director/s:

No	Name of the Director	NIC/ Passport Number
1		
2		
3		
4		
5		

2.4. Address:

2.5. Telephone No. :

2.6. Mobile No. :

2.7. Fax No :

2.8. Email Address :

3. DETAILS OF THE IMPORTATION

3.1 Foreign Exchange Earnings for past 5 years

*Please make sure to attach the relevant document as per the Attachment 6 in section 5 in the Application.

Year	Foreign Remittance earnings Amount in US\$
2018/2019	
2019/2020	
2020/2021	
S2021/2022	
2022/2023	
2023/2024	
TOTAL	

3.2 As per the criteria Type/amount of Vehicle Request to Import:

No	Type of Vehicle	Brand	Model	HS Code	Name of the authorized local agent / sole distributor (As per the section 4.3 in criteria)	Priority order of the vehicle/s (1-8)
1	Vans: 6 to 15 seats	1.				
		2.				
		3.				
		4.				
		5.				
		6.				
		7.				
		8.				
2	Mini Coaches: 16 - 30 seats	1.				
		2.				
		3.				
		4.				
		5.				
		6.				
		7.				
		8.				
3	Buses: 30 and above seats	1.				
		2.				
		3.				
		4.				
		5.				
		6.				
		7.				
		8.				

4. DECLARATION

We,[Name of the Director] and[Name of the Director] Directors of [Name of the Company] bearing Registration Number..... and having its registered office at in Democratic Socialist Republic of Sri Lanka hereby declare our intent to apply for the importation of vehicles for the tourism industry in accordance with the guidelines established by the Sri Lanka Tourism Development Authority (SLTDA) and the Ministry of Tourism & Lands, as based on the Cabinet Decision No.CD/24/0644/615/003-1 dated 9th April 2024.

We understand and acknowledge the importance of adhering to the criteria outlined in the scheme for importing vehicles for the tourism industry. Our declaration is made in full compliance with the regulations and objectives set forth in the said scheme.

Furthermore, we affirm that all the information provided in our application is true, accurate, and complete to the best of our knowledge and belief. We understand that incomplete, late submissions or any falsification/misrepresentation of information may result in legal consequences and disqualification/ rejection from the importation scheme.

a. Name of the Company:

b. Full Name of the First Director:

NIC/ Passport Number:.....

Signature:

Date:



c. Full Name of the Second Director:

NIC/ Passport Number:

Signature:

Date:



5. REQUIRED DOCUMENTS

- Attachment 1: Articles of Association (If model articles in the schedule 1 of the Companies Act is used, please confirm the same by way of a letter in writing on your Company Letter Head.)
- Attachment 2: Certification of incorporation
- Attachment 3: Form 1/ Form 13/ Form 15/ Form 20 (Certified copies issued by the Registrar of Companies)
- Attachment 4: SLTDA Registration Certificate
- Attachment 5: SLTDA Renewal License for the year 2024/ undertaken letter to renew license within 45 days for those who have not renew for 2024.
- Attachment 6: **For DMCs-** Bank confirmations certifying foreign exchange remittances received and transfer payments through official banking channels from 2018/2019 to 2023/2024 using prescribed format.
- For Hospitality Sector -**
Bank confirmations through official banking channels to prove USD earnings through DMCs and Online Travel Agencies (OTAs) using prescribed format.
- Attachment 7: Certified bank statements from 2018/2019 to 2023/2024.
- Attachment 8: Audited financial statement for the year 2018/2019 to 2023/2024.
(Those who cannot submit AFS for 2023/2024 should submit draft financial statement with revenue confirmation through external auditor.)

➤ Please submit **one set of duplicate copies** for all your documents along with the original set.

*Attachment 1, 2, 3, 4, 5 & 8 should be attested by the justice of peace (JP) or lawyer

*Attachment 6 & 7 should be original documents and certified by the relevant bank.