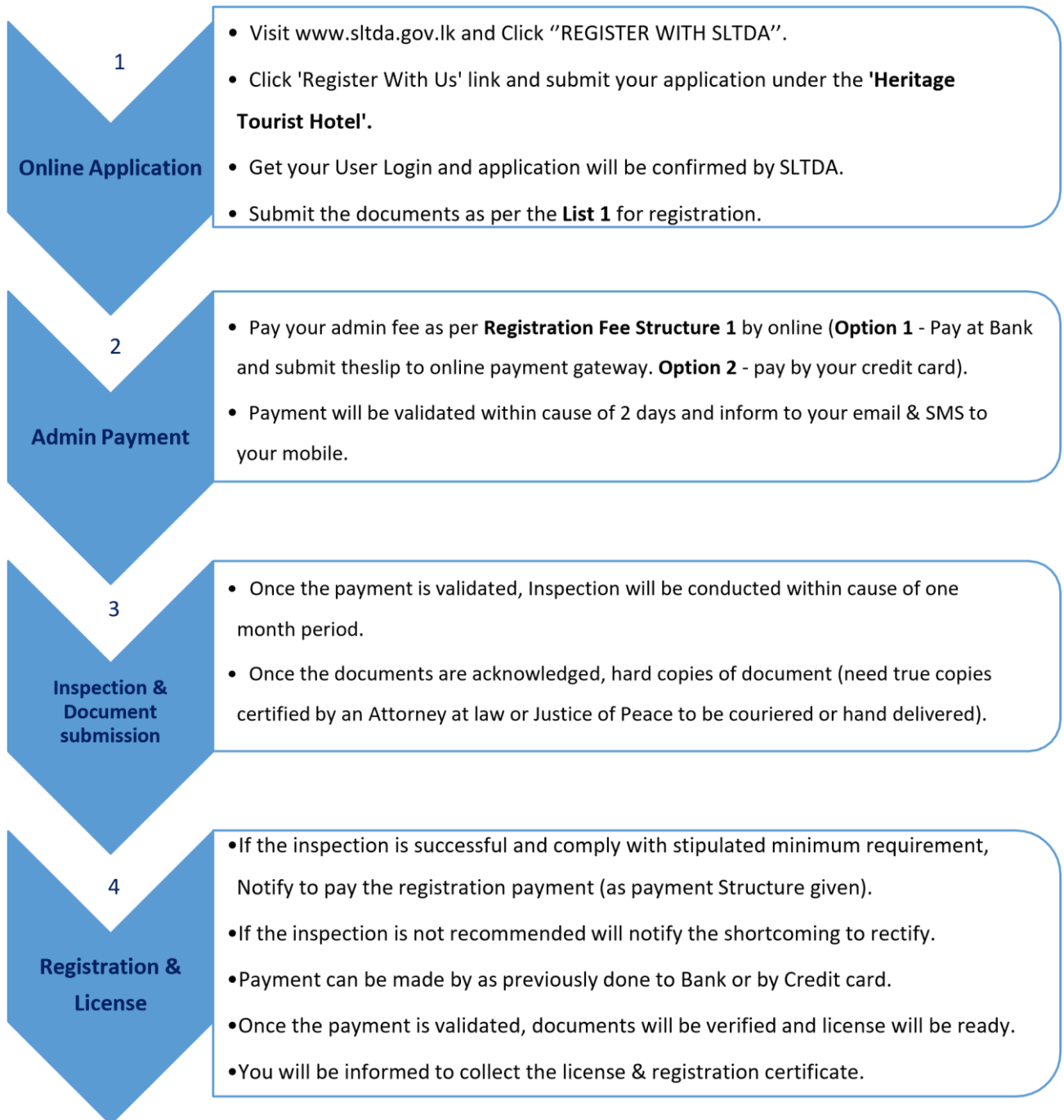


Registration Process - Heritage Tourist Hotel



Heritage Tourist Hotel – Registration

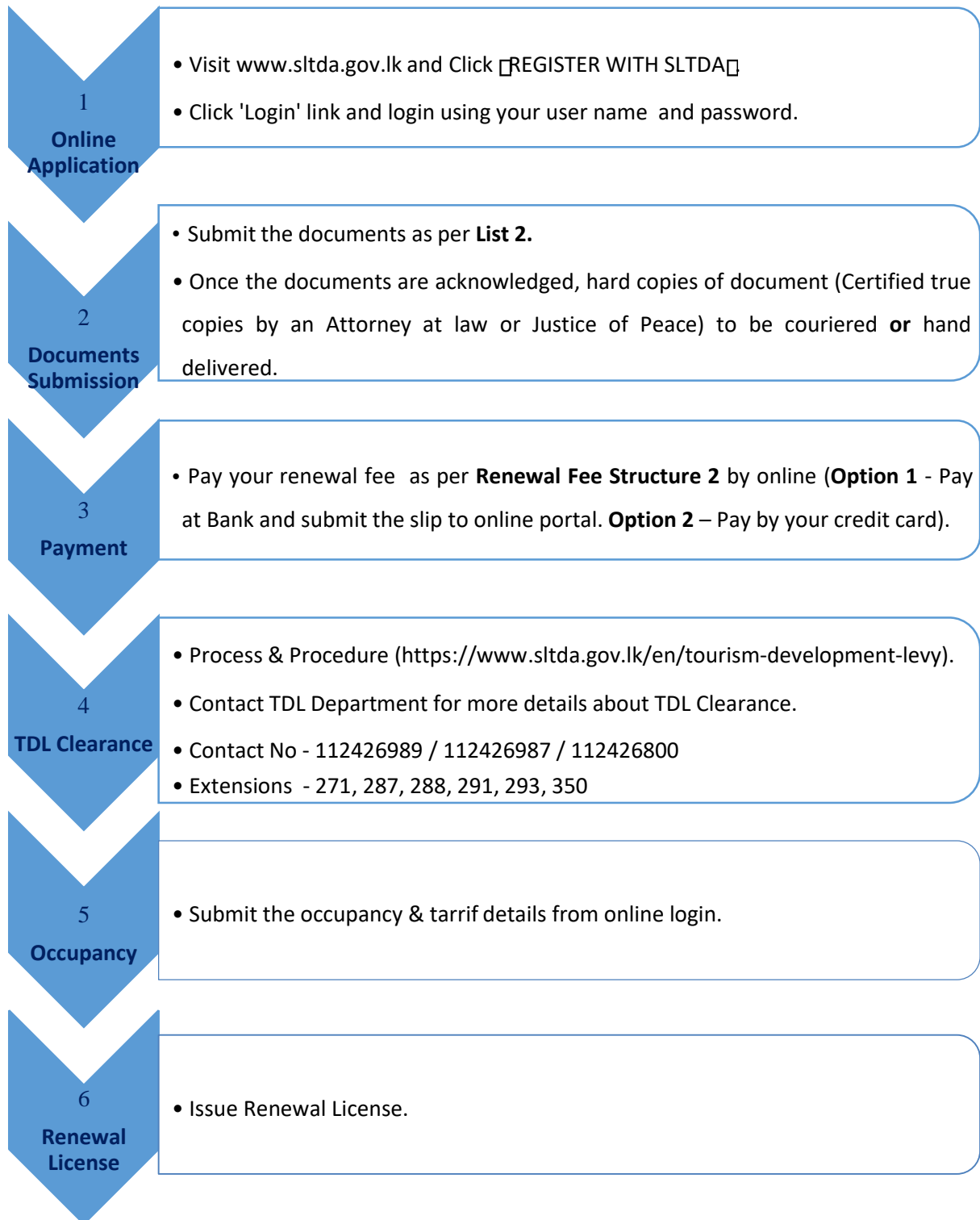
Required Documents:

S/N	Required Documents
1	<ul style="list-style-type: none"> • Business Registration • Form 1/40/15 (To confirm the registered address & directors/shareholders – If a limited liability company) • Form 20 (If 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	Recommendation/ Declaration/ certification/ approval from Department of Archaeology on the Heritage value of the Building under the Antiquities Ordinance No. 09 of 1940 or under the Antiquities (Amendment) Act No. 24 of 1988
7	Certificate of Fire Protection (At least 75% of the staff trained in first aid firefighting)
8	Water Quality Test Report (Chemical & Bacteriological)
9	Medical Reports of all staff
10	Bio Data of Executive Staff (at least 4 – HOD Cv’s)
•	Trade License or consent letter (Optional) View
•	Deed or Lease Agreement or consent letter (Optional) View

Registration Fee Structure 1:

Category	1 st payment Inspection Rs.	2 nd payment Registration Rs.	Total payment Rs.
Heritage Standard	11,794.87	17,692.31	29,487.18
Heritage Classic	11,794.87	29,487.18	41,282.05
Heritage Grand	11,794.87	41,282.05	53,076.92

Renewal Process - Heritage Tourist Hotel



Name change/Ownership Change – Rs.2,359.13/-

Heritage Tourist Hotel –Renewal

Required Documents:

S/N	Required Documents
1	Renewed Environmental Protection License (EPL) or consent letter View
2	Renewed Insurance Policy covering Public Liability
3	Renewed Insurance Policy covering Workmens' Compensation
4	Renewed Certificate of Fire Protection (At least 75% of the staff trained in first aid firefighting)
5	Water Quality Report (Chemical & Bacteriological)
6	Medical Reports of all staff
7	Bio Data of Executive Staff (at least 4 – HOD Cv's)
•	Lease Agreement (If Expired) or consent letter (Optional) View
•	Trade License or consent letter (Optional) View

Renewal Fee Structure 2:

Category	Renewal Fee Rs.
Heritage Standard	17,692.31
Heritage Classic	23,589.74
Heritage Grand	29,487.18