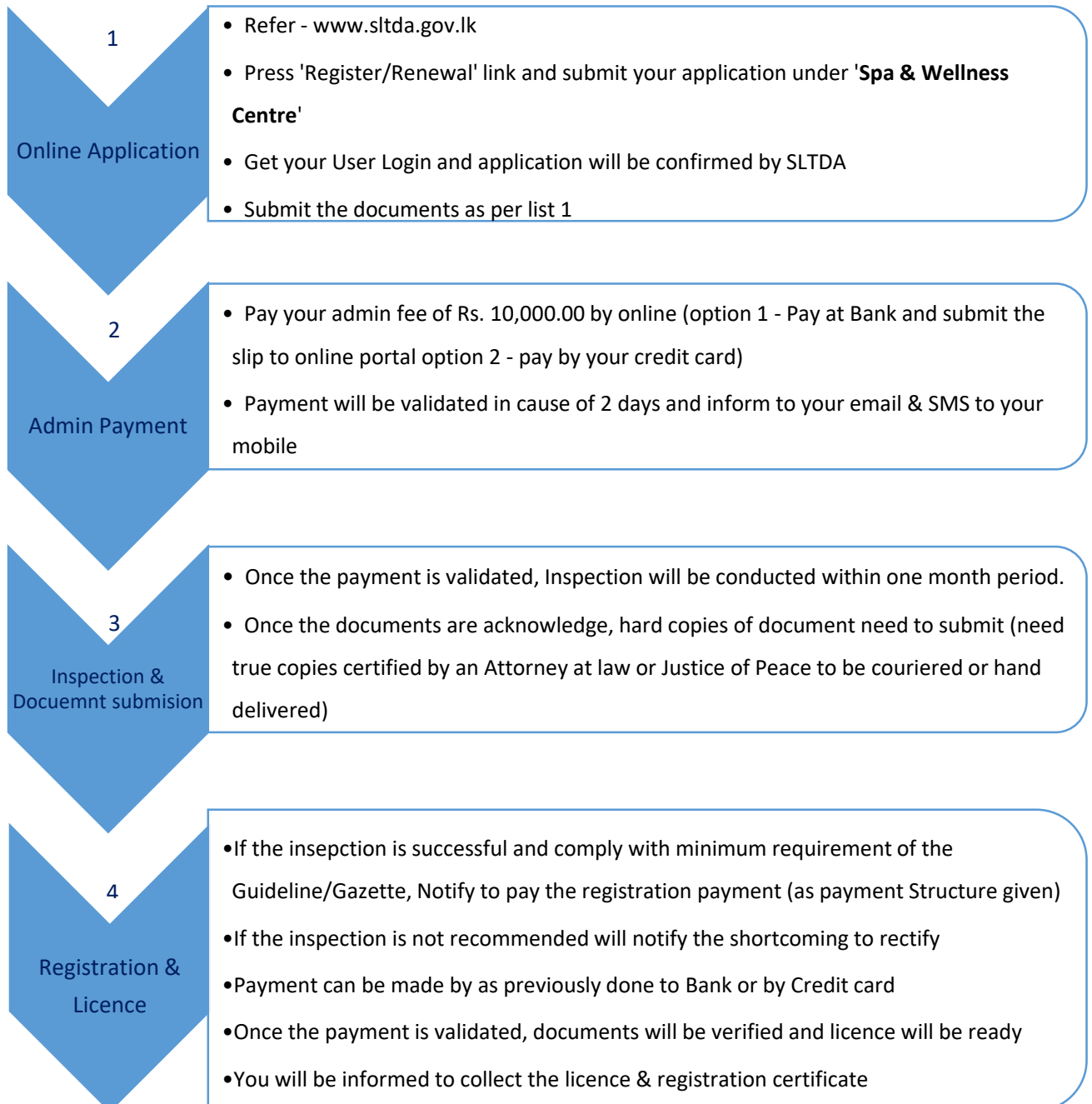


## Registration/Renewal – Spa & Wellness Centre

### Process



Name change/Ownership Change – Rs. 2,000/-

## Spa & Wellness Centre – Registration

### Required Documents:

S/N	Required Documents (8)
1	Application Form for Registration
2	Business Registration
3	Form 1 or 48/20 (If the Business Reregistered as a limited liability company)
4	Deed or Lease Agreement or consent letter from the Divisional Secretariat or land owning authority
5	Insurance Policy covering Public Liability
6	Water Quality Test Reports (Bacteriological examination and Chemical Analysis)
7	Medical Reports of staff
8	Certificate of Fire Protection

Note: Submit the documents as 'True Copy' ascertained by Attorney at law or Justice of Peace

### Fee - Registration

Category	1 <sup>st</sup> payment Inspection Rs.	2 <sup>nd</sup> payment Registration Rs.	Total payment Rs.
Spa & Wellness Centres	10,000.00	33,000.00	43,000.00

## Spa & Wellness Centre – **Renewal**

### Required Documents:

S/N	Required Documents (6)
1	Application form for renewal
2	Insurance Policy covering Public Liability
3	Certificate of Fire Protection
4	Water Quality Test Reports (Bacteriological examination and Chemical Analysis)
5	Medical Reports of staff
6	Lease Agreement (If Expired)

Note: Submit the documents as 'True Copy' ascertained by Attorney at law or Justice of Peace

### Renewal Fee:

Category	Renewal Fee Rs.
Spa & Wellness Centre	19,000.00

**Please note that considering the impact to the Tourism Industry by pandemic of COVID-19, the renewal fee has been waived off as follows;**

1. Waived renewal fee for year 2021 those who have paid renewal fee for the year 2020
2. Waived renewal fee for the year 2020 those who have not renewed for the year 2020.
3. This is only valid for registered establishment or services who have renewed their license until at least the year 2019.
4. Establishment or services that have not renewed their license for over a year can avail of the relief measure by paying the previous years' fees.