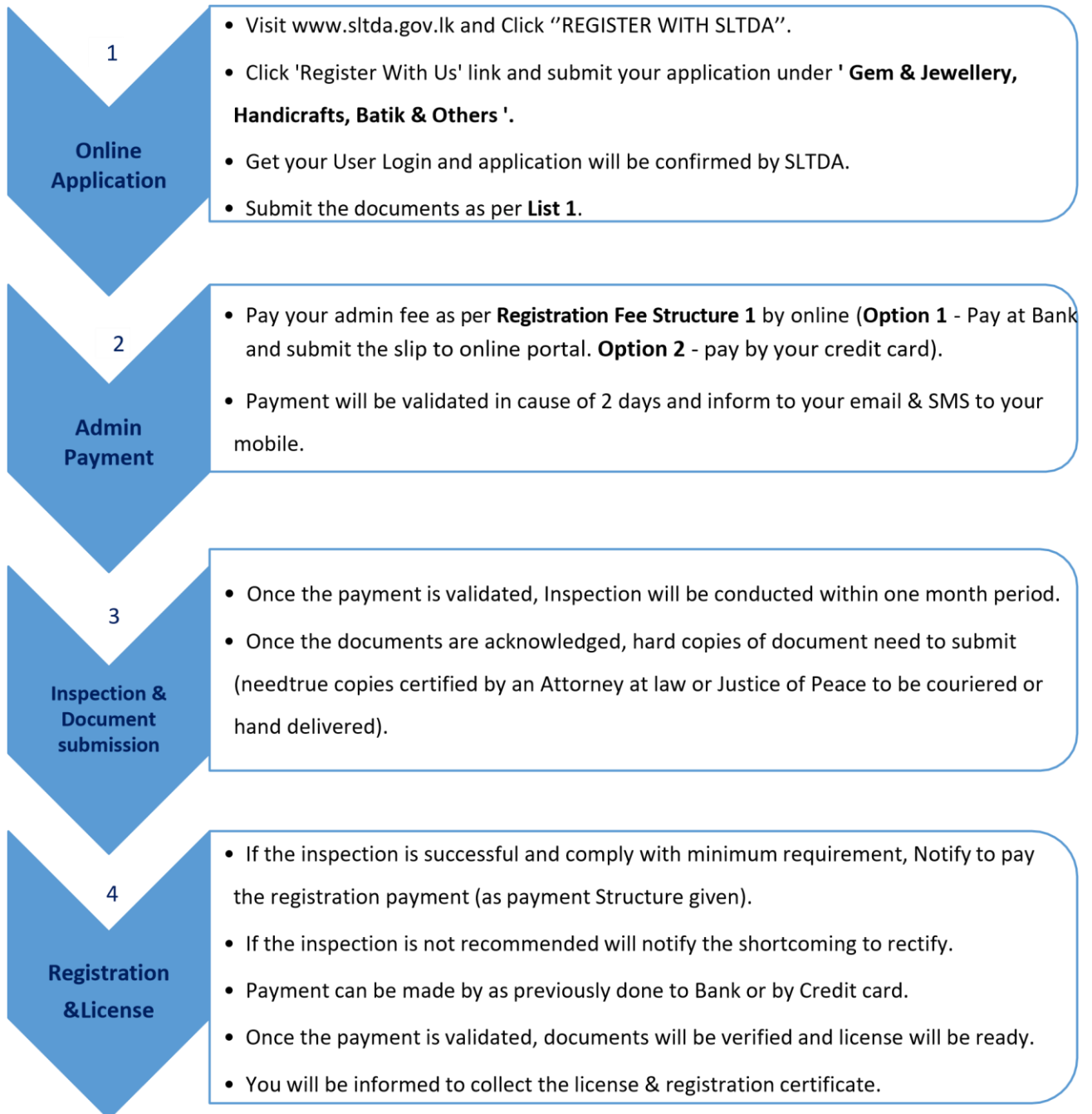


## Registration Process – Tourist Shops



## List 1

### Tourist Shops – Registration

#### Required Documents:

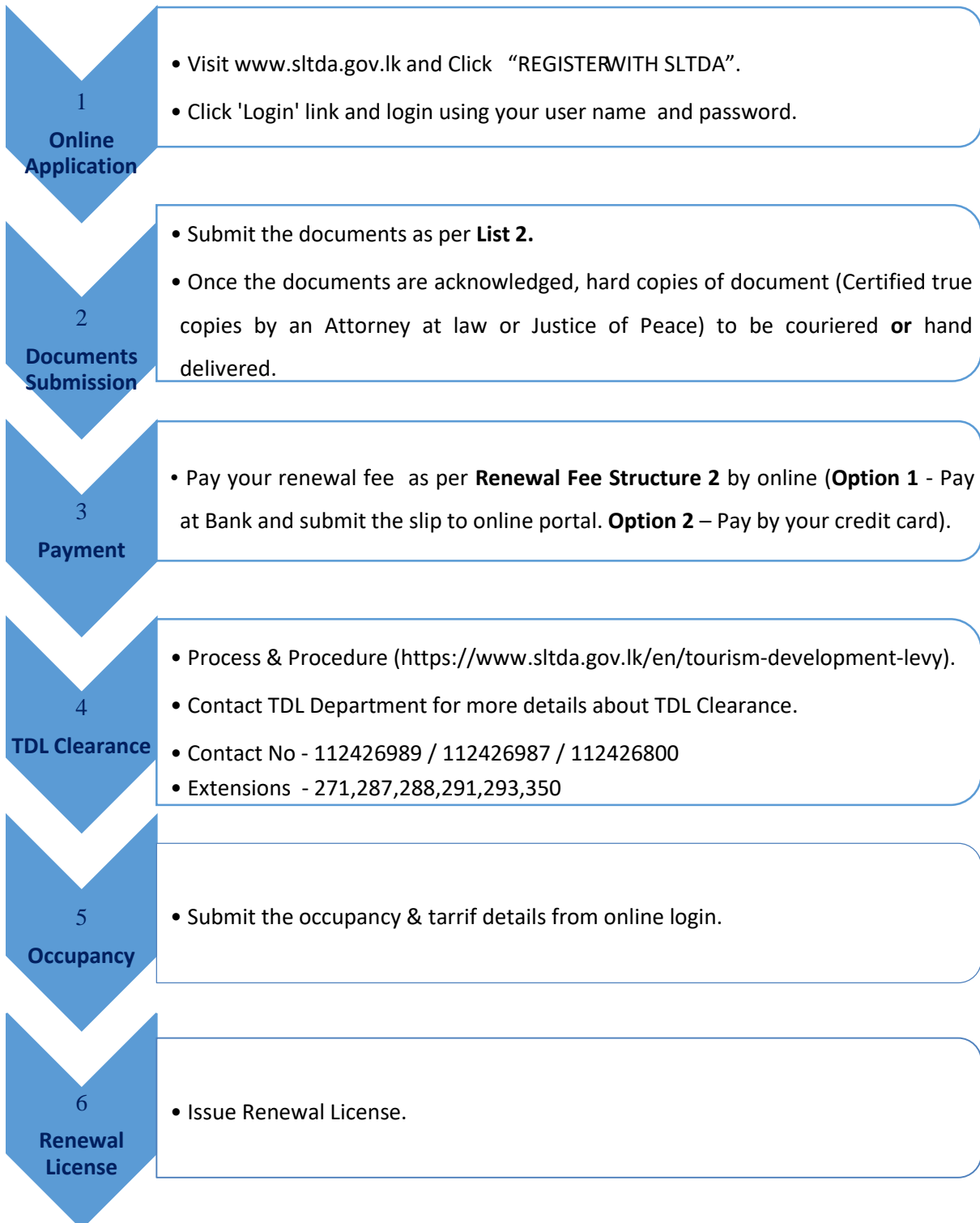
S/N	Required Documents
1	<ul style="list-style-type: none"><li>• Business Registration</li><li>• Form 1/15 (If a limited liability company)</li><li>• Form 20 (If limited liability company – If any director change)</li><li>• Board Resolution (To confirm the Trade Name if it is different than Registered Name - If a limited liability company only) <a href="#">View</a></li></ul>
2	List of staff with name, ID card numbers and designation
3	Valid manufactured & dealer license obtained from Gem & Jewellery Authority (If Gem & Jewellery business)
•	Trade License <b>or</b> consent letter (Optional) <a href="#">View</a>
•	Deed <b>or</b> Lease Agreement <b>or</b> consent letter (Optional) <a href="#">View</a>

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

#### Registration Fee Structure 1: Gem & Jewellery

Category	1 <sup>st</sup> payment Inspection Rs.	2 <sup>nd</sup> payment Registration Rs.	Total payment Rs.
Gem & Jewellery	11,794.87	38,923.07	50,717.95
Handicraft & Batik	11,794.87	21,230.77	33,025.64

## Renewal Process – Tourist Shops



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

## Tourist Shops – **Renewal**

### Required Documents:

S/N	Required Documents
1	List of staff with name, ID card numbers and designation
•	Valid manufactured & dealer license obtained from gem & Jewellery Authority (If Gem & Jewellery business)
•	Trade License <b>or</b> consent letter (Optional) <a href="#">View</a>
•	Deed <b>or</b> Lease Agreement (If applicable) (Optional) <a href="#">View</a>

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

### Renewal Fee Structure 2:

Category	Renewal Fee Rs.
Gem & Jewellery	22,410.26
Handicrafts & Batik	18,871.79

**Please note that considering the impact to the Tourism Industry by pandemic of COVID-19, the renewal fee has been waived off for the years 2021 & 2022.**