**Application Pro-forma for Approval of Hotel Projects**

1.     Proposed name of the Hotel:

2.     Name of Promoters ( a note giving business antecedents may be enclosed):

3.     Complete postal address of the Promoters:

4.     Status of the owners/ Promoters:

Whether

a.     Company (if so, a copy of the Memorandum and Articles of Association may be furnished), or

b.    Partnership firm (if so, a copy of Partnership Deed and Certificate of Registration under the Partnership Act can be furnished). or

c.     Proprietary concern (give name and address of the Proprietor)

5.     Location of hotel site along with postal address:

6.     Details of the site:

a.     Area

b.    Title whether outright purchase (if so, a copy of the registered sale deed should be furnished), or on lease (if so, a copy of the registered lease deed should be furnished)

c.     Whether the required land use permit for the construction of hotel have been obtained (if so, a copy of a certificate from the concerned local authorities should be furnished)

d.    Distance from railway station.

e.     Distance from airport

f.     Distance from main shopping centers.

7.     Details of the hotel project (a copy of the project/feasibility report should also be furnished)

a.     Star category planned

b.    No. of guest rooms and their area

Number Area

Single

Double

Suites

Total:

c.     No. of attached baths and their area.

d.    How many of the bathrooms will have long baths or the most modern shower chambers (Give break up)

e.     Details of public areas:

Number Area of each

                              i.        Lounge / Lobby

                             ii.        Restaurants

                            iii.        Bar

                            iv.        Shopping

                             v.        Banquet / Conference Halls

                            vi.        Health Club

                           vii.        Swimming Pool

                          viii.        Parking Facilities

Note: It may be ensured that areas of guest rooms and attached bathrooms conform to the minimum standards laid down by the Ministry of Tourism for different star categories of hotels.

f.     Blue prints of the sketch plans of the project. A complete set duly signed by the promoter and the architect should be furnished, including / showing among other things, the following:-

                              i.        Site plan

                             ii.        Front and side elevations

                            iii.        Floor wise distribution of public areas / guest rooms and other facilities

                            iv.        Areas of guest rooms with dimensions

                             v.        Areas of bathrooms with dimensions

8.     Air conditioning:

a.     Whether all the guest rooms will be air conditioned

b.    Whether all the public areas will be air conditioned

c.     Give details of type of air conditioning

9.     Approval:

Whether the hotel project has been approved / cleared by / under the following agencies / Acts wherever applicable:

a.     Municipal authorities

b.    Urban Lands (Ceiling) Act

c.     Any other local / State Govt. authorities concerned

10.  Proposed Capital Structure:

a.     Total estimated cost

                          i.        Equity

                         ii.        Loan

b.    Equity capital so far raised

c.

                          i.        Sources from which loan is proposed to be raised

                         ii.        Pesent position of the loan

11.  Acceptance of regulatory conditions:

(This should be furnished in the prescribed proforma)

12.  Application Fee:

(Demand draft for Rs. 2000/- in case of hotel projects planned for 5 Star category and Rs. 1000/- in the case of 3 & 4 Star categories and Rs. 500/- in the case of 1 & 2 Star categories. Demand draft may be drawn in favour of: Pay & Accounts Officer, Ministry of Tourism, New Delhi.)

13.  If you are interested in availing of any or all of the following benefits of the Income Tax Act, 1961, kindly mention yes/no against each of the following provisions:

Section 80 I

Section 80 HHD

Signature

Full name and designation of the Applicant

Place:

Date: