

**NO.C.31012/1/2019-TOUR
GOVERNMENT OF MIZORAM
TOURISM DEPARTMENT**

Aizawl, the 17th August 2020

NOTIFICATION

In exercise of the powers conferred by section 55 of the Mizoram (Registration of Tourist Trade) Act 2020, the Government of Mizoram is pleased to make the following rules for carrying out the purposes of the aforesaid Act, namely:

1. Short title, extent and commencement:

- a) These rules may be called the Mizoram Registration of Tourist Trade Rules, 2020;
- b) They shall extend to the whole of Mizoram;
- c) They shall come into force from the date of their final publication in the Official Gazette.

2. Definitions: In these rules, unless the context otherwise requires,--

- a) "Act" means the Mizoram (Registration of Tourist Trade) Act 2020;
- b) "Annexure" means an annexure appended in these rules;
- c) "Fee" means fees prescribed and fixed by the Government of Mizoram;
- d) "Form" means a Form appended to these rules;
- e) "Register" means the register of dealers, the register of travel agents or the Register of hotel keepers, as may be, relevant in the context under these rules;
- f) "Section" means a section of the Act;
- g) All words and expressions used in these rules but not defined shall have the meanings assigned to them in the Mizoram (Registration of Tourist Trade) Act 2020.

3. Registration:

1) An application for registration by a person intending to carry on business as a dealer of notified articles or to operate a hotel or a restaurant or to work as a tour operator, tourist guide, excursion agent, adventure tour operator, adventure sports operator, tourist porter, outdoor photographer, boatman, paragliding pilot, sky pilot for parasailing, surfer for water skiing, personal water craft rider, scuba diver or dealer of equipments connected with tourism services and any other businesses connected with the tourism purposes under the Act shall submit application in a prescribed form to the Prescribed Authority in **Forms 1 to Form 14** as the case may be, with a fee as prescribed and fixed by the

Government from time to time. List of indicative trade or business under the said Rules is shown below:

Sl.No	Category/Trade/Business
1	Dealer of notified articles
2	Hotel – Category A to D
3	Homestay – Category A to C
4	Lodges/Motel/Resort/Guesthouse/Houseboat/Cruise/hostels & dormitories
5	Restaurant – Category A to C
6	Café/Snack Bar/Dhabas/Tea Stall
7	Tour Operators – Category A to C
8	Caravan/Caravan Parks
9	Adventure & Adventure Sports Tour Operator
10	Ticketing Sales Agents - Category A to C
11	Tour Guides
12	Tourist Porter
13	Outdoor Photographer
14	Dealers of Camping Agency/ Tent & Camping Equipments /Adventure, adventure sports equipment and water sports equipments etc
15	License for Boatman for Parasailing/Canoeing/Kayaking/Rafting
16	License for Parasailing Sky Pilot
17	License for Paragliding Pilot
18	License for Surfer for waterskiing
19	License for Personal Water Craft (Jet Ski etc) Rider
20	License for Scuba Diver
21	Any others specified by the Government

Provided that a handicrafts dealer while applying for registration under these rules shall produce recommendations from the Director, Commerce & Industries Department and the registration of a hotel/guest house/restaurant or any other type of accommodations meant for tourists shall be subject to the verification and satisfaction of the Prescribed Authority to the extent that the person intending to seek registration has sufficient and scientific based management of the solid and liquid waste disposal;

Provided further that the annual renewal of registered tourist units, tour operators, dealers, tour guides, tourist porters and individual service providers etc shall be subject to performance to the satisfaction of the Prescribed Authority. Prescribed Authority may also demand annual returns duly certified by the chartered accountant in respect of hotels, restaurants and tour operators if found necessary.

2) The Prescribed Authority shall, on receipt of the application alongwith the requisite fee, acknowledge or cause the acknowledgement of the receipt thereof indicating the date of their receipt.

3) On receipt of the application, the Prescribed Authority shall scrutinize it and if registration is not refused under section 6, 11, 20 and 29, as the case may be,

it shall enter or cause the contents of the application entered in the register. The Prescribed Authority shall conduct spot verification through Inspecting Officer in the case of hotels and accommodation units, restaurants, tour operators or any other tourist trades if it deems necessary. After inspection, if the inspecting team or the Inspecting Officer is satisfied that its up-keep is of the requisite standard, a certificate of registration, as the case may be, shall be issued to the applicant in **Form 18 to Form 21** as the case may be.

4) If the Prescribed Authority proposes to refuse to register the applicant as a dealer, a hotel-keeper or restaurant or a travel agent or tour guide or any other operations under section 6, 11, 20 and 29 as the case may be, he shall serve upon the applicant a notice indicating the grounds on which the registration is proposed to be refused and asking the applicant to submit his objection, if any, either by himself or through his authorised agent regarding the contemplated order or refusal within a period of 30 days from the date of receipt of the notice

5) If the Prescribed Authority does not receive a reply to the notice issued under sub rule (4) within the stipulated time, or after considering the objection, or if the applicant requests to be heard in person, after hearing him, is of the opinion that the objections or submissions made by the applicant are not satisfactory, he shall pass an order refusing registration and communicate the order to the applicant.

4. Renewal:

Every certificate issued under these rules shall be valid for a period of 3 years from the date of its issue. An application for renewal of the certificate shall be submitted in **Form 16**, for all categories of trade or business including individuals, and the foregoing provisions, *mutatis mutandis*, shall apply. Every such application shall be accompanied by a requisite fee which shall be fixed by the Government from time to time.

5. Blacklisting:

The Prescribed Authority may, on proof of complaint of malpractice or for any other offence committed under these rules for reasons to be recorded, blacklist a dealer, hotel keeper, restaurant owner, travel agent, tour guide or any other service provider after taking into consideration the nature of malpractice:

1) The particulars of a dealer, hotel keeper, restaurant owner, travel agent, tour guide or any other service provider black-listed shall be exhibited at conspicuous places in all tourist areas or spots and notified to all travel, trade and other concerned organizations after the order of black-listing him has become final.

2) Notwithstanding action taken under sub- rule (1) above, the a dealer, hotel keeper, restaurant owner, travel agent, tour guide or any other service provider as the case may be shall be liable to be prosecuted under the provisions of law if deemed necessary.

6. Cancellation of Certificate:

1) If, at any time, after a person is registered as a dealer, a hotel-keeper, or a travel agent or any service provider under the Act, the Prescribed Authority is satisfied that the dealer, the hotel-keeper, the travel agent or any service provider has incurred any of the disqualifications mentioned in section 7, section 12, or section 21 or section 30, as the case may be, he may serve a notice on him indicating the grounds on which it is proposed to remove his name from the register and requiring him to show cause within fifteen days from the date of receipt of such notice as to why his name should not be removed from the register and the certificate be cancelled.

2) If the Prescribed Authority after considering his reply, or if the applicant requests to be heard in person, after hearing him, is of the opinion that the explanation tendered or submissions made by the dealer, the hotel-keeper, the travel agent or any service provider, as the case may be, is not satisfactory, he shall pass an order removing his name from the register and cancel his certificate of registration and direct him to surrender the certificate for cancellation. Every such order shall be communicated to the dealer, the hotel-keeper, the travel agent or any service provider as the case may be.

3) On surrender of the certificate, it shall be marked with the sign of cross in red colour endorsing thereon: **Removed under Order No. ... date.....** and the endorsement shall then be recorded on the relevant page of the register. Prescribed Authority shall then issue an order of cancellation under the provision of rule 7.

7. Notice to be sent by registered post and email:

Every notice or order issued or communicated under these rules shall be sent by registered post at the address of the dealer, the hotel-keeper, restaurant, travel agent, tour guide or any service provider as shown in the application form and such notice or order, as the case may be, shall be deemed to have been communicated when so despatched. Such orders and notices shall also be sent through email address provided in the application form and may also be collected by the applicant from the Prescribed Authority in person if so desired.

8. Order to be issued by Prescribed Authority:

Every order passed by the Prescribed Authority under these rules shall be issued by the Tourism Department through Office Order

9. Maintenance of books and registers by dealer:

Every dealer shall, from the date of his registration, maintain the following books and registers in such form as may be prescribed and approved by the

Prescribed Authority or such other Officer as may be authorised by him in this behalf, namely:

- a) Register or Order Book in **Form 24**;
- b) Bill Book duly numbered & Cash Memo duly numbered;
- c) Receipt Book showing receipts of amount, paid or advances received, alongwith the dates.

10. Maintenance of books and registers by hotel and other accommodation unit:

Every hotel-keeper shall maintain the following books and registers duly prescribed and approved by the Prescribed Authority, namely:

- a) Complaint Book;
- b) Tourist Register in **Form 25**;
- c) Cash Memo;
- d) Bill Book duly numbered;
- e) Receipt Book duly numbered;
- f) Register of advance booking with advance money received;
- g) The name of the person with the address from where order is received;
- h) Monthly Visitor Report in **Form 26** to be submitted to Tourism Department

11. Maintenance of books and registers by restaurant:

The proprietor of a restaurant shall keep the following books and registers duly approved prescribed and approved by the Prescribed Authority, namely:

- a) Bill Book duly numbered. He shall issue bills to all customers;
- b) Suggestions or Complaint Book or Box at the counter;
- c) Rates of items in each table and the counter;

12. Maintenance of register by travel agent or tour operator:

Every travel agent or tour operator or any other type of adventure sports tour operator shall, from the date of his registration, maintain a register approved by the Prescribed Authority, containing the following particulars, namely:

- a) Serial Number;
- b) Date and time;
- c) Number and names of the tourists received;
- d) Name of the place of their destination;
- e) Duration of their stay;
- f) Name of the travel agent;
- g) Name of the hotel/houseboat/tent/private accommodation (name with locations) to which transferred;
- h) Number of the tourists in a party;
- i) Bill number and date;

- j) Receipt number and date;
- k) Name of the approved Tourist Guide;
- l) Tourist Register in **Form 27** shall be submitted to Tourism Department monthly (in the case of tour operator, adventure sports and water sports tour operator);

Provided that tour operators dealing only with ticketing shall not be required to maintain register.

13. Information to be displayed on notice board:

1) Every **dealer of notified articles** shall display in a prominent place on a notice board, in respect of his shop or stall or any other the following information, namely:

- a) Name of shop or stall;
- b) Registration No. with validity of license

2) Every **hotel or accommodation unit** shall display in a prominent place on a notice board, in respect of his hotel at the entrance of the hotel or at the reception counter, the following information, namely:

- a) Name of hotel or accommodation unit;
- b) Registration certificate;
- c) Rates approved by the Government;
- d) Emergency contact numbers;
- e) Emergency Exit Plan inside the rooms;
- f) Classification of hotel/accommodation unit.

3) Every **restaurant** shall display in a prominent place on a notice board, in respect of his restaurant at the entrance of the restaurant or at the reception counter, the following information, namely:

- a) Name of restaurant;
- b) Registration certificate;
- c) Classification of a restaurant;
- d) Rates of drinks and eatables;
- e) Restaurant opening and closing time.

4) Every **travel agent or tour operator** shall display in a prominent place on a notice board, in respect of his firm at the entrance of his office or at the reception counter, the following information:

- a) Name of firm;
- b) Registration Certificate;
- c) Classification of a travel or excursion agency;
- d) Rate list as approved by the Prescribed Authority.

5) Every **ticketing sales agent** shall display in a prominent place on a notice board, in respect of his firm at the entrance of his office or at the reception counter, the following information:

- a) Name of firm;
- b) Registration Certificate.

6) Every approved **Tour guide** shall display an identity card (**Form 22**), duly attested by the Prescribed Authority, and shall furnish a copy list of approved rates on demand by a customer. He shall also abide by the conditions laid down under rule 18.

7) Every approved **Tourist Porter** shall display an identity card (**Form 23**), duly attested by the Prescribed Authority, and shall furnish a copy of approved list of rates of portorage on demand by a customer.

8) Every registered **outdoor photographer** shall maintain the following books and registers, as approved by the Prescribed Authority, namely:

- a) Monthly Tourist Report as per **Form 29**;
- b) Bill/Cash Memo book duly printed and numbered;
- c) Computer generated bills or cash memos;
- d) He shall also display an identity card (**Form 23**), duly attested by the Prescribed Authority, along with the above documents at the place of his business.

9) **Every individual operator of water sports and adventure sports** shall also display identity card issued by the Prescribed Authority (**Form 27**)

10) Every **caravan or caravan park owner** shall display in a prominent place on a notice board, in respect of his caravan or caravan park the following information, namely:

- a) Name of Caravan or Caravan Park;
- b) Registration certificate;
- c) Rates approved by the Government;
- d) Emergency contact numbers;
- e) Emergency Exit Plan inside the rooms;
- f) Monthly Tourist Report in **Form 26**.

11) Every **houseboat or cruise** shall display in a prominent place on a notice board in respect of his houseboat or cruise the following information, namely:

- a) Name of houseboat or cruise;
- b) Registration certificate;
- c) Rates approved by the Government;
- d) Emergency contact numbers;
- e) Emergency Exit Plan inside the rooms;
- f) Monthly Tourist Report in **Form 26**.

12) Any other registered dealer or person who is dealing with equipments related to tourism purposes within the meaning of the Mizoram (Registration of Tourist Trade Act) 2020 shall display the following information in his office at a conspicuous place, namely:

- a) Name of firm or shop;
- b) Registration Certificate and No & validity of Licence;
- c) Bill/Cash Memo book duly printed and numbered;
- d) Computer generated bills or cash memos.

11) Every tourism unit who have made their website is required to write "the rates are approved by the Tourism Department and any complaint, contact Director, Tourism Department, Phone No: 0389-2333475 and Email ID – mizoram.tourism@gmail.com

14. Classification of hotels and other tourists' accommodations:

The Government shall, having due regard to the location, standard, structure, quality of food, accommodation facilities, service amenities and general conditions, etc. and after holding an inspection of the hotel in the presence of the hotel-keeper, and holding such inquiry as deemed fit and after hearing the hotel-keeper, classify the hotels in different categories.

15. Classification of restaurants:

The Government shall, having due regard to the location, standard, structure, quality of food, facilities, service amenities and general conditions, etc. and after holding an inspection in the presence of the owners, and holding such inquiry as deemed fit and after hearing the owner, classify the restaurants in different categories.

16. Classification of travel agents or tour operators:

The Government may, after a thorough inspection, by an order, classify the travel agents or tour operators in accordance with the amount of capital invested, location, general condition, conduct, tourist vehicles owned, reputation, amenities, efficiency, recognition by Airlines/Carriers acting for the promotion of the tourist traffic and active involvement in the publicity of the tourism, etc. within and outside Mizoram.

17. Issuance of duplicate certificate:

If the certificate issued under these rules is lost, damaged or destroyed and the certificate holder desires to have a duplicate, he shall submit an application in **Form 15** with a requisite fee fixed by the Government to the Prescribed Authority. Based on genuineness of the statement of applicant, Prescribed Authority may issue a duplicate certificate to the applicant. If the Prescribed Authority refuses to issue a duplicate certificate, he shall inform the decision to the applicant in writing indicating the grounds for such refusal.

18. Reservation and allotment of mooring sites:

An application for reservation and allotment of mooring sites for boats shall be submitted to the Prescribed Authority in **Form 17** with prescribed fee as may be fixed by the Government from time to time.

19. Licensing of tour guide, tourist porter and outdoor photographers:

1) Any person who is deemed to be eligible for tour guide or tourist porter or outdoor photographer may apply in the prescribed application form in **Form 10, Form 11 or Form 12** as the case may be to the Prescribed Authority. Educational qualification, age limit, training and other requirements shall be fixed by the Government from time to time.

2) Every tour guide, tourist porter and outdoor photographer shall carry ID Card respectively while accompanying tourists all the time and wear the badge or arm band provided by the Tourism Department.

3) Every tour guide, tourist porter and outdoor photographer will charge the fees only at the rate fixed by the Tourism Department. He/she will also carry a copy of the schedule of charges as determined by the State Government

4) He/she will not lend his/her ID Card to anyone.

5) He will show this ID Card and other documents issued by the Prescribed Authority, Tourism Department to the Officer-in-Charge of any historical and tourist places, EF & CC Department, Local Authorities and persons to be guided by him/her on demand.

6) A tour guide and outdoor photographer shall submit the quarterly report of tourists handled to the Prescribed Authority in **Form 28 and Form 29 respectively.**

7) Every tour guide and tourist porter shall wear a uniform prescribed by the Government while carrying on business in the specified tourist area.

20. Licensing of individual service providers:

1) Every person intending to carry on in a tourist area as boatman, paragliding pilot, sky pilot for parasailing, surfer for water skiing, personal water craft rider, scuba diver or dealer of equipments connected with tourism services etc shall have to register himself for carrying on such activities.

2) An application for registration of individual service provider mentioned in rule 17 (1) shall be submitted to the Prescribed Authority in in a prescribed form with a requisite fee fixed by the Government from time to time.

3) Every registered individual service provider shall wear a uniform prescribed by the Government and a badge or an identity card issued by the Prescribed Authority, while carrying on business in the specified tourist area.

4) The rates for hiring tourist boats, personal water craft, water ski, scuba diving, parasailing, paragliding and motor launches etc shall be approved by the Government from time to time and such rates shall be published in the Official Gazette. The person engaged in any of the aforesaid business shall display the said rates at the entrance of his office or at the reception counter or at the place from where the boat, motor launches, jet ski etc are kept for hiring.

5) The rates for hiring tents and tent equipments, camp and camping equipments, shall be approved by the Government from time to time and such rates shall be published in the Official Gazette. The person engaged in any of the aforesaid business shall display the said rates at the entrance of his office or at the reception counter or at the place from where the equipments etc are kept for hiring.

6) Regulations, instructions or guidelines on these trades may be issued by the Government by notification from time to time separately.

21. Standards for the sanitation and maintenance of hygiene and cleanliness:

The Prescribed Authority or any other officer authorized in this behalf by the Government shall from time to time issue instructions to the tourism service operator for the maintenance of hygiene and clean environment in and around the unit. The tourism unit operator shall provide proper sanitation and cleanliness by way of providing clean water and disposing waste in a proper garbage container. The operator shall provide proper provisions for the evacuation of all smoke from the kitchen and proper drainage for all waste water so that it does not stagnate in the vicinity of the tourism unit. Any Tourism Unit Operator which fails to provide the specified standards of sanitation under these rules shall be punishable as per the relevant Act of the State or Central Government.

22. Show Cause Notice:

If any registered person connected thereto business of tourism related trade is found to be removed from the Register, the Prescribed Authority shall cause notice to individuals or business owners under the relevant sections of the said Act in **Form 30** as the case may be.

23. Penalty:

Whoever contravenes any provisions under the said Act and these rules are punishable under section 38, 41, 42 and 43 of the Act as the case may be.

24. Repeal and savings:

The Mizoram Recognition of Tour Operators Rules 2011 notified under Memo No. F. 21014/3/2009-TOUR the 25th May, 2011 shall stand repealed with immediate effect

Notwithstanding such repeal, anything done or any action taken under the rules so repealed shall be deemed to have been made or taken under the corresponding provisions of these rules.

SD/-ESTHER LALRUATKIMI

Commissioner & Secretary

Govt. of Mizoram

Tourism Department

Memo. NO.C.31012/1/2019-TOUR

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Aizawl the 17th August, 2020

Copy to:

1. Secretary to Governor of Mizoram
2. PS to Chief Minister, Govt. of Mizoram
3. Speaker/ Dy. Speaker, Mizoram Legislative Assembly
4. All Ministers/Ministers of State, Govt. of Mizoram
5. All Members of Legislative Assembly, Mizoram
6. Sr.PPS to Chief Secretary, Govt. of Mizoram
7. All Administrative Heads/All Heads of Department
8. Controller, Printing & Stationery Department with 6 spare copies for publication in the Official Gazette.
9. Director, Tourism Department for information & necessary action.
10. All Tourist Lodges/Facilities under Tourism Department
11. Guard File.

(ZONUNTHARI)

Deputy Secretary to Govt. of Mizoram

Tourism Department

ANNEXURE A

CRITERIA FOR CLASSIFICATION OF ACCOMMODATION OTHER THAN HOMESTAY Sophisticated Accommodation: (Category A).

1. Location and Building:

The hotel will be located in an area suitable for the stay of upper middle class tourists with adequate parking place for cars and open spaces.

2. Guest room and bathrooms:

The following amenities should be provided in all the rooms to be occupied by the guests:-

- a) Attached bathrooms with shower, running hot and cold water and adequate supply of soap, toilet paper and towels;
- b) Proper lighting, fans and adequate heating arrangement;
- c) Telephone (except in seasonal hotels where there should be a call bell in each room and a telephone connection on each floor);
- d) Aqua guard and mineral water or RO system;
- e) Proper furniture, wardrobe with one dozen hangers, baggage rack, dressing table and drawing table;
- f) Comfortable beds with high quality mattresses;
- g) High quality one linen and blankets or comforters;
- h) Refrigerator, Colour TV with cable or dish connection and Wi-Fi facility.

3. Public rooms:

The following facilities should be provided in the public rooms:-

- a) Properly staffed Reception and Information Counters with 24 hours service;
- b) Well appointed lounge, provisions for book stalls, money changing, safe deposit, left luggage facilities;
- c) Adequate number of lifts (if needed);
- d) Good quality crockery, cutlery, glassware and linen;
- e) Clean hygienic, well equipped and well maintained kitchen and pantry with cold storage;
- f) Provision of cloak rooms;
- g) Restaurant facilities;
- h) Provision of chamber music – optional;
- i) Swimming pool – optional;
- j) Business centre, ISD & STD facility;
- k) First aid facility;
- l) Power backup (DG set) and fire fighting equipment.

4. Service - The following services should be made available:-

- a) Hygienic and clean cooking utensils, crockery, and glassware;
- b) Provision of experienced and smart staff wearing clean uniform;
- c) Provision of dry cleaning and laundry services;
- d) Supervisory staff coming into contact with the guests, should understand English and senior staff should possess a good knowledge of English.

5. Suggestive Minimum Carpet area standards prescribed for construction of bathroom / bedroom etc in Category A Hotels:-

- a) Air Conditioned Single Room - 140 sq.ft;
- b) Non - Air Conditioned Single Room - 160 sq.ft;
- c) Air Conditioned Double Room - 180 sq.ft;
- d) Non - Air Conditioned Double Room - 220 sq.ft;
- e) Bathrooms - 40 sq.ft (if fitted with showers)/45.50 sq.ft (if fitted with tub).

6. Furnishing and fittings.

A. Bedroom:

- i) Spring beds/Foam mattresses with full beddings (Sheets-superior blankets or comforters) and foam pillows with covers and bed spreads of superior quality with matching curtains or blinds;
- ii) Dressing table with mirror full size length and cushioned stool;
- iii) Wall to wall durret with central carpet of standard quality;
- iv) Bedside table with lamps;
- v) Wardrobes with hangers;
- vi) Aqua guard or mineral water or RO system with glass tumblers;
- vii) Curtains or blinds of superior quality;
- viii) Electric fans or enamel painted firewood or electric heating blower;
- ix) Coffee maker/electric kettle;
- x) Call bell;
- xi) Two easy chairs with cushioned seats;
- xii) Baggage rack;
- xiii) Refrigerator, Colour TV and Fire fighting equipment.

B. Corridor:

Durret carpet of standard quality runner to size

C. Stairs leading to deck:

Durret carpet runner to size – Linoleum or suitable kind

D. Bathrooms:

- i) Bathtub-Fibre;

- ii) Shower with shower curtains;
- iii) Sanitary fittings with sewage disposal;
- iv) Geysers or boilers with running hot and cold water round the clock;
- v) Jug, mug, towel sets of three different sizes, wash basin, mirror;
- vi) Soaps and Toilet Paper;
- vii) Arrangements for water supply for drinking purposes;
- viii) Bath mats;
- ix) Shaving plug indicating the voltage;
- x) Door and Window curtains;
- xi) Liquid soap filled dispenser/containers;
- xii) Enamelled/Galvanized pipe fittings;
- xiii) Linoleum or tiled flooring.

E. Dining Room:

- i) Refrigerator;
- ii) Dining table and dining chairs;
- iii) Dinner sets (two) superior quality;
- iv) Cutlery and table linen of superior quality;
- v) Side Board;
- vi) Glass tumblers and fruit trays;
- vii) Six service trays;
- viii) Electric fan/electric blower/enamel painted firewood;
- ix) Durret wall to wall with central carpet piece;
- x) Curtains or blinds of superior quality.

F. Drawing Room

- i) Sofa set of superior quality;
- ii) Writing table with cushioned chair/cushioned stool;
- iii) Electric fan/electric blower/enamel painted firewood;
- iv) Stationery-writing pads with address printed and envelopes;
- v) Central table;
- vi) Durret wall to wall with central carpet piece;
- vii) Telephone facilities;
- viii) Emergency lights/Gas lamps/LED lamps;
- ix) Door and window curtains (2 sets);
- x) Wire gauze fitted windows – optional;
- xi) Standing lamp (one) standard quality;
- xii) Special type electric fittings with chandelier – optional;
- xiii) Call-bell;
- xiv) First Aid facility & Doctor on call.

G. Uniforms:

- i) Three sets for each serviceman of white superior cloth.
- ii) Two woollen sets for each serviceman.
- iii) Three apron sets each for cook and pantry man.

H. Upper Deck:

- i) Six Relaxing chairs. ii) Canopy. iii) Tea/Coffee tables.

I. Front Deck:

- i) Linoleum covered with removable durret piece to size.

Note:- The following service personnel shall be engaged by the owner :-

- i) Cook with sufficient knowledge of preparing local, Indian, Chinese and Continental dishes.
- ii) Pantry man.
- iii) One bearer for each houseboat.
- iv) One part-time scavenger.
- v) Transportation on call
- vi) Travel Desk

ANNEXURE B

CRITERIA FOR CLASSIFICATION OF ACCOMMODATION OTHER THAN HOMESTAY

Medium Class Accommodation: (Category B)

1. Location and Building:

The hotel will be located in an area suitable for the stay of middle income group tourists and must have adequate place for car parking.

2. Guest room and Bathrooms:

The following amenities should be provided in all the rooms to be occupied by guests:-

- a) Attached bathrooms with running hot and cold water, showers, proper sanitary fittings and adequate supply of toilet paper and towels;
- b) Proper lighting fans and adequate heating arrangement;
- c) Aqua guard, mineral water, refrigerator and fire fighting equipment;
- d) Proper furniture, wardrobe with hangers, baggage rack, dressing table, drawing table and high quality mattresses;
- e) ISD & STD with internet facility and colour TV;
- f) Call bell in each room;
- g) High quality linen and blankets.

3. Services - The following should be made available:-

- a) Provision for hygienic washing of utensils etc;
- b) Provisions of laundry service;
- c) Provision of smart and experienced staff wearing clean uniforms;
- d) Senior staff coming into contact with the guests should possess working knowledge of English;
- e) A clean hygienic kitchen well-equipped with well maintained pantry;
- f) Reception counters with telephone facilities;
- g) Cook with sufficient knowledge of preparing local, Indian, Chinese and Continental dishes.

4. Suggestive Minimum Carpet area standards prescribed for construction of bathroom / bedroom etc in Category B Hotels:-

- i) Single Room AC and Non AC - 110 sq.ft;
- ii) Double Room AC and Non AC - 168 sq.ft;
- iii) Bathrooms - 40 sq.ft.

5. Uniforms:

- i) Two sets for each serviceman of white superior cloth;
- ii) Two woollen sets for each serviceman;
- iii) Two Apron sets each for cook and pantry man.

ANNEXURE C

CRITERIA FOR CLASSIFICATION OF ACCOMMODATION OTHER THAN HOMESTAY

Economy Class Accommodation (Category C)

1. **Locality and Building** – Suitable locality and building to cater lower income group tourists:-
2. **Guest rooms** - The following amenities should be available:-
 - a) The rooms should have capacity ranging from 2 to 10 beds;
 - b) The rooms should have attached bathrooms with running hot and cold water;
 - c) Rooms should be properly ventilated, furnished, lighted and with adequate heating arrangements and fans in all rooms;
 - d) A common restaurant;
 - e) Colour TV with cable/dish connection and fire fighting equipments;
 - f) Writing table with chair
3. **Services - The following Services should be proved:-**
 - a) Clean crockery, cutlery and furniture;
 - b) Hygienic washing of utensils under running water having regular outlet of water;
 - c) The Manager and the staff should be conversant with Mizo/Hindi/English;
 - d) Reception Counter.
4. **Suggestive Minimum Carpet area standards prescribed for construction of bathroom/ bedroom etc. in Hotels:-**
 - i) Economy class accommodation - 55 sq.ft for each bed;
 - ii) Bathrooms - 40 sq.ft.

Annexure D

CRITERIA FOR CLASSIFICATION OF ACCOMMODATION OTHER THAN HOMESTAY

Economy Class Accommodation (Category D).

1. Locality and Building:

Economy Class accommodation will be located in suitable locality and building to cater lower income group tourists. This category shall include guesthouses, hostels for tourists, dormitories, group accommodations etc. The following amenities shall be available:

- a) The room accommodation for tourist use will have capacity ranging from 2 to 10 beds;
- b) There will be common sanitary fitted lavatories and bathrooms fitted with running water, separately for ladies and gents one each after 6 beds;
- c) Rooms will be properly ventilated, furnished and lighted;
- d) Fans in all rooms;
- e) A common restaurant and room service;
- f) Telephone (land line) with STD/ISD facility;
- g) Bedside table;
- h) Common writing table with chair at appropriate place.

ANNEXURE E

CHECKLIST FOR APPROVAL AND CATEGORIZATION OF HOMESTAY UNITS

1. Front Sitting Area/Lobby

- a) Adequate ventilation and natural or artificial lighting;
- b) Adequate, good quality furniture and in good condition;
- c) Clean, spacious, and well maintained lobby / front sitting area.

2. Bed Rooms

- a) Minimum 3 lettable rooms & maximum 5 rooms (10 beds) with attached bathrooms. All rooms should be clean, airy, pest free, without dampness and with good ventilation;
- b) Minimum size of a single bed room should not be less than 100 sq.ft and the minimum size of the double bedroom should not be less than 120 sq.ft;
- c) Well maintained and well equipped with quality carpets/area rugs/tiles or marble flooring, furniture etc. in keeping with the traditional lifestyle;
- d) Clean, comfortable beds with rubberized or cotton mattresses or foam rubber pillows and good quality linen;
- e) Width of the single bed should not be less than 3 ft and width of the double bed should not be less than 4.6 ft;
- f) Serviceable and safe locks with keys on each door leading out of the bed room;
- g) Windows suitably curtained or fitted with blinds or equivalent;
- h) If air conditioning is not provided all bed rooms should have electric fans;
- i) Internal telephone or call bell system for the convenience of guest;
- j) A dressing table with mirror, ward robe or wall cupboard and/or cloth hangers must be available;
- k) Fresh linen should be provided and bed linen should be changed at least once in 2 days;
- l) An iron and an ironing board should be made available on request;
- m) Air conditioning /heating depending on climatic conditions with room temperature between 20 to 25 degree Celsius;
- n) A 15 amp earthed power socket in the guest room;
- o) Wardrobe with at least 4 cloth hangers in the guest room;
- p) Shelves or drawer space in the guest rooms;
- q) Complimentary aqua guard/RO/Mineral water;
- r) Name, address and telephone numbers of doctors;
- s) Safe keeping facilities.

3. Bathrooms

- a) The size of each bathroom should not be less than 30 sqft;
- b) Western WC toilet to have a seat and lid, toilet paper;
- c) Every toilet should be in a good working condition;

- d)** Every bath room should have over-head showers in good working condition;
- e)** Bathroom floors should be clean, and of non-skid impervious materials;
- f)** Bath room walls should be preferably tiled up to 5ft in height or plastered with smooth cement;
- g)** Bathrooms should have wash basin, mirror, towel rail, cloth hooks etc;
- h)** Good quality, absorbent towels should be provided;
- i)** 24 hours running hot and cold water with water saving taps/shower with proper sewage connections.

4. Dining Area

- a)** Clean, well maintained separate dining area with good quality comfortable tables and chairs;
- b)** With good quality cutlery, crockery, tableware and table linen.

5. Kitchen

- a)** Well maintained smoke free, clean and hygienic, odour free, pest free kitchen and well ventilated kitchen;
- b)** Adequate food storage facilities;
- c)** An exhaust fan to remove hot air and other odours from the kitchen;
- d)** A fire extinguisher or fire blanket should be available in the kitchen;
- e)** All drainage in and around the kitchen should be clean, kept covered and lead to a soakage pit.

6. Windows and ventilation:

- a)** Every bedroom should have at least one opening window with clear glass to provide natural light and adequate ventilation. Rooms without windows are not acceptable. If windows are sealed, an approved ventilation system should be provided;
- b)** Windows should be well fitted, easy to open and shut, and remain open.

7. General

- a)** Guest register with names, addresses, passport number in the case of foreigners and Government issued ID Cards for Indians, with dates of arrival/departure etc for references to be maintained;
- b)** First aid facilities should be available;
- c)** Adequate fire precaution and fire fighting equipments in good working order to ensure safety of guests;
- d)** Garbage should be stored in covered bins until it is disposed as per relevant laws;
- e)** Adequate parking facilities for vehicles;
- f)** Homestay unit to be covered by an insurance policy including public liability, against any liability claim by guests;
- h)** Smoke/heat detectors in the house.

ANNEXURE F

SCORING CRITERIA FOR CATEGORIZATION OF HOMESTAY/HOSTELS/DORMITORIES

Sl.No	Component	Max Mark	Marking Criteria	Mark obtained	Details & Status
1	Location	10	<ul style="list-style-type: none"> • Located at > 4 tourists attractions = 8 marks • Located at >2 but < 4 tourists attractions = 6 marks • Located at 1 to 2 tourists attractions = 4 marks • Located at scenic place = 2 marks • Located at farm /estate = 2 marks 		Mention the tourists destinations, distance from the Homestay and type of Homestay
2	Exterior	10	<ul style="list-style-type: none"> • Exterior environment = 4 marks • Cleanliness = 2 marks • Greenery = 2 marks • Approach = 1 mark • Landscape = 2 marks • Exterior lighting = 2 marks • Parking = 1 mark 		Mention the no of parking space allocated for car/bus/two wheeler etc & overall cleanliness & status
3	Type of Building	8	<ul style="list-style-type: none"> • Heritage building, Farm houses, Estate bungalow = 4 marks • New construction in traditional architecture = 3 marks • Normal RCC structure = 2 marks • Old tiled houses without much heritage value = 1 marks 		Mention the type of building, its status, age of the building etc
4	Guest Rooms	10	<ul style="list-style-type: none"> • Furniture = 5 marks • Good quality chairs, table and other necessary furniture = 3 marks • Wardrobes with at least 4 hangers = 2 marks • Furnishing = 2 marks • basis Comfortable bed = 1 marks • Comfortable bed 		Mention the no of chairs, tables, the quality of mattress, thickness of the bed, & its status, the overall cleanliness etc

			<p>with good quality linen & bedding = 2 marks</p> <ul style="list-style-type: none"> • Décor = 2 marks • Room facilities and amenities = 2 marks (such as proper ventilation and lightings etc) 		
5	Bathroom	6	<ul style="list-style-type: none"> • Facilities (such as 24/7 running water hot/cold running water) = 2 marks • Facilities (such as only cold running water) = 1 mark • Good Fittings = 1 mark • Clean Linen = 1 mark • Toiletries = 1 marks 		<p>Mention the exact size of the bathroom, status of the bathroom such as necessary toiletries, buckets, water, soaps etc are made available to the guests etc</p>
6	Public Areas	4	<ul style="list-style-type: none"> • Antique & good Furniture's such as sofas and tables = 2 mark • Good furniture's such as sofa and tables = 1 mark • Antique Décor = 2 marks • Good Décor = 1 marks 		<p>Mention in brief the number of furniture and the status and décor</p>
7	Food	6	<ul style="list-style-type: none"> • Traditional cuisine = 2 marks • Multiple choice of cuisine = 2 marks • Fresh and good food quality = 2 marks 		<p>Mention the quality of food, the multiple choice of food made available to the tourists etc</p>
8	Kitchen	6	<ul style="list-style-type: none"> • Cleanliness= 2 marks (Daily germicidal cleaning of floors & usage of Good quality cutlery and crockery) • State of repair = 2 marks • Proper storage of food = 2 marks (pest free and Clean) 		<p>In brief mention the quality of utensils, whether the kitchen is well maintained smoke free, clean, hygienic, odour free, pest free, methods adopted to keep the kitchen clean</p>

9	Cleanliness	10	<ul style="list-style-type: none"> • Daily germicidal cleaning of floors = 2 marks • Pest /Dust and odour free = 2 marks • Washing machines /dryers in the house with arrangements for laundry/ dry cleaning services = 2 marks • No seepage = 2 marks • No stagnant water or sewerage in and around = 2 marks 		Mention in brief the method adopted to keep the Homestay clean, dust free etc and the status
10	Hygiene	10	<ul style="list-style-type: none"> • Garbage disposal facilities as per municipal laws = 3 marks • Proper Sewerage discharge = 3 marks • Proper Drinking water facility = 4 marks 		Mention the methods adopted towards hygiene and its status, repairs required etc
11	Safety & Security	4	<ul style="list-style-type: none"> • Public area smoke/heat detectors in the house = 1 mark • Public area and room security = 1 mark • Signage = 1 mark • Security guards facilities = 1 mark 		Mention the status and number of security guards etc
12	Communication	2	<ul style="list-style-type: none"> • Phone Service= 1 mark • Internet access = 1 marks 		Mention the status of these
13	Eco-friendly practices & Innovations	14	<ul style="list-style-type: none"> • Proper Waste management = 3 marks • Proper recycling practices = 2 mark • No plastic = 2 mark • Water conservation / harvesting = 1 mark • Pollution control air/ water/sound/light = 1 mark • Alternative energy usage = 1 mark • Organic gardening = 3 mark • Any innovative ideas = 5 mark 		Mention the type of Eco-friendly practices adopted and the status
TOTAL MARKS		100			

Note: Class A : 75 and above : Gold Guest Class
Class B : 50- 74 : Silver Guest Class
Class C : Below 50 : Bronze Guest Class

ANNEXURE G

CHECKLIST FOR APPROVAL OF HOSTELS

1) General requirements defined by Tourism Department for development of hostels under these guidelines include:

- a) The site area on which hostel is located should be at least 0.5 acre;
- b) Ownership/lease of land and rights of land use should be in order;
- c) Should be located on any main road;
- d) The facility must be wheelchair accessible;
- e) Should have at least 3 lettable rooms and 100% of lettable rooms should have attached bathrooms. At least one room must be wheelchair accessible and have attached bathrooms that can be used by disabled persons and or senior citizens;
- f) Should have at least 2 dormitory rooms one for women and one for men as per the requirements specified for constructing dormitories under these guidelines;
- g) Should have a dining hall with sitting area of minimum 30 sq. mtrs. (excluding kitchen, Storage);
- h) The double room and single room should have minimum carpet area of 12 sq.mtrs and 10 sq.mtrs respectively;
- i) Rooms should have adequate furniture, fixtures and linen;
- j) Bathroom carpet area should measure at least 4 sq.mtrs;
- k) Attached toilets for each dormitory or room: Bathroom fittings should be of high quality with ISI mark;
- l) Should have a separate public toilet for men and women and first aid centre;
- m) Internet and wifi facility may be provided in all rooms (optional);
- n) AC may be installed in one or two or all rooms (optional).

2) The following facilities must be provided for hostels:

- a) Front Desk;
- b) Visitors sitting area and lobby;
- c) For every three lettable rooms one car parking must be provided of minimum 5 sq. mtrs;
- d) At least one electrician, plumber, sweeper, etc to be available for general service and maintenance on a 24 hrs basis;
- e) CCTV surveillance at reception and corridors. At least one female security personnel may be engaged;
- f) Power back up system is to be provided in the entire facility to provide uninterrupted power supply for all the appliances in the facility;
- g) 24 hour uninterrupted hot and cold water supply;
- h) Provision of well lit, dedicated visitor parking area is to be provided in the facility for parking of tourist vehicles. These areas should be paved and fenced to suit the type of facility. These areas should have security to ensure safety of the vehicles;

i) Staff should be in uniform, well groomed and properly trained. Number of workers should be proportionate to the capacity of the unit in all services provided;

j) Staffs should be trained local residents specialised in the respective fields of hospitality industry;

k) 24 hrs security may be provided (optional).

3) Operation: Staff should be hospitable and capable to effectively respond to tourist requirements and should have a fair idea of the places of tourist interest in the State.

4) Front desk staff should be well versed in English and other regional languages to communicate with tourists from different regions of the country and abroad. There should be provision of solid waste management and rain water harvesting.

5) Use of non conventional source of energy and new and renewable energy should be encouraged.

ANNEXURE H

CHECKLIST FOR APPROVAL OF DORMITORIES

1. General requirements for dormitories:

1) General requirements specified by Tourism Department for registration of dormitories under these guidelines are as follows:

a) Dormitory for tourists or travellers should be gender specific. Only dormitories meant for tourists and travellers will be considered a tourism product;

b) A standard of space requirement of 5 sq.mtrs per person must be maintained while building a dormitory. For example if the dormitory capacity is 12 beds the dormitory carpet area must be at least 60 sq. mtrs;

c) Each dormitory room should have attached shower rooms (in 1:3 ratio) and toilets (in 1:4 ratio including 1 toilet for differently-abled persons). If the number of beds in a dormitory is less than 12 the number of shower rooms and toilets can be relaxed proportionality. Shower/Toilet/Bathroom carpet area should measure at least 3 sq. mtrs. All bathroom fittings should be of high quality with ISI mark;

d) CCTV surveillance at reception and corridors. At least one female security personnel may be engaged.

2) Operation: Staff should be hospitable and capable to effectively respond to tourist requirements and should have a fair idea of the places of tourist interest in the State.

3) There should be provision of solid waste management.

4) Rain water harvesting system may be encouraged

5) Use of non conventional source of energy and new and renewable energy should be encouraged

2. Operation: Staff should be hospitable and capable to effectively respond to tourist requirements and should have a fair idea of the places of tourist interest in the State.

3. There should be provision of solid waste management and rain water harvesting.

4. Use of non conventional source of energy and new and renewable energy should be encouraged

FORM 1
(Rule 3 (1) of the Mizoram Registration of Tourist Trade Rules 2020)

APPLICATION FORM FOR REGISTRATION OF A DEALER

To

Prescribed Authority
Tourism Department
Mizoram

PHOTO OF
THE
APPLICANT

Sir,

I request that I may be registered as **a dealer of notified articles** within the meaning of the Mizoram (Registration of Tourist Trade Act) 2020 in respect of the notified articles mentioned in the application form. The particulars of my business are mentioned below:

Sl.No	Particulars	
1	Name of the dealer with full address	
2	Permanent residential address	
3	Name of the proprietor(s)	
4	Name of the agents/employees	
5	Nature of business	
6	Date of establishment of the business	
7	Date of submission of the application	
8	Tourist area in which the applicant applies to carry on the business)	
9	Name of the business	
10	Whether the applicant is the permanent resident of Mizoram (Attach EPIC/Aadhaar)	
11	Whether ST/SC/OBC? (Attach Certificate)	
12	Lists of notified articles intending to sell in the tourist area?	
13	GST Registration or Tax Payment Certificate (Attach document)	

Date:

Name & Signature of the applicant

Note: The dealer of notified articles shall affix in separate paper indicating there-in the articles regarding which the dealer wants to be registered.

FORM 2
(Rule 3 (1) of the Mizoram Registration of Tourist Trade Rules 2020)

APPLICATION FORM FOR REGISTRATION OF A HOTEL

To

Prescribed Authority
Tourism Department
Mizoram

PHOTO OF
THE
APPLICANT

Sir,

I request that I may be registered as hotel keeper and my hotel etc known as _____ situated at _____ may be registered under the Mizoram (Registration of Tourist Trade Act) 2020. The particulars are as under:

Sl.No	Particulars	
1	Name of the person with full address	
2	Name of tourist area where the business is to be run	
3	Name of the proprietor(s)	
4	Name of the Manager with full permanent address	
5	Name of the agents/employees	
6	Name of the hotel/business	
7	Date & Year of Establishment	
8	Whether the applicant is a permanent resident of Mizoram? (Attach Proof)	
9	Any other business which the applicant is carrying on in any tourist area in the State or outside the state	
10	Whether the building wherein the hotel etc is operated is owned by the applicant or is rented out or leased	
11	In case of leased building, the period of lease to be mentioned with specific date.	
12	Whether permanent resident of Mizoram & ST/SC/OBC? (attach Certificates etc)	
13	GST Registration or Tax Payment document (Attach document)	
14	Attach blueprint of hotel design etc	

Date:

Name & Signature of the applicant

Note:

1. For registration of hotels only
2. Leave column blank whichever is not application

FORM 3
(Rule 3 (1) of the Mizoram Registration of Tourist Trade Rules 2020)

APPLICATION FORMAT FOR HOMESTAY ESTABLISHMENT

To

Prescribed Authority
Tourism Department
Mizoram

PHOTO OF
THE
APPLICANT

Sir,

I request that I may be registered as homestay owner and my homestay known as _____ situated at _____ may be registered under the Mizoram (Registration of Tourist Trade Act) 2020. The particulars are as under:

1	Name of the Homestay Establishment	
2	Category applied for	
3	Name and address of the promoters/owners with a note on their background in separate sheet	
4	a) Complete postal address of Homestay Establishment	
	b) Tel. No/Mobile No	
	c) E-mail ID	
5	Distance of the Homestay Establishment in kms. from	
	a) Airport	
	b) Railway Station	
	c) City Centre	
	d) Nearest main shopping centre	
	e) Nearest bus stand /scheduled city bus stop	
6	Details of the Homestay Establishment	
	a) Area (in sq. metres) with title – owned/ leased (copies of sale/ lease deed to be enclosed)	
	b) Revenue papers regarding ownership	
	c) Affidavit in case of co-sharer of house/land	
	d) Whether clearance obtained from the Police Authorities regarding the antecedents of the owner /owners and the proposed activity (copy to be enclosed)	
	e) Number of rooms and area for each type of room in sq.ft.	

	(single/double/suites)	
	f) Number of attached baths	
	g) Details of public areas for the following facilities in sq. ft	
	h) Lobby/lounge	
	i) Dining space	
	j) Parking facilities	
	k) Additional facilities available if any (not mandatory)	
	l) Eco –friendly facilities	
	m) Facilities for differently abled persons	
	n) Details of Fire Fighting equipment/ hydrants etc. if any	
7	Photographs of the building including interiors showing types of facilities available, bathroom, living room, bedroom, parking etc	
8	Details of payment of application fee	
9	Police Verification Report	
10	Consent of acceptance of the regulatory conditions (please enclose a copy of the prescribed undertaking as duly signed by the owner of the establishment)	
11	Attach blueprint of homestay design etc	

LIST OF DOCUMENTS REQUIRED FOR REGISTRATION OF HOME STAY

1. Application for registration
2. Inspection Report
3. Revenue Paper (LSC or Land Pass or Lease Certificate)
4. Undertaking from owner on a stamp paper in the shape of affidavit – Rs.10
5. Registration fee or Renewal fees (wherever applicable)
6. Photocopy of signed page of Tourist Register **(Form 25)**
7. Photocopy of signed Bill Book

Undertaking to be signed by applicant in separate sheet:

I have read and understood all the terms and conditions mentioned in the Guidelines for Homestay and also the provisions with respect to the approval and registration of the Homestay establishment in the rules and hereby agree to abide by them. The information and documents provided are correct and authentic to the best of my knowledge.

Date:-

Signature and name of the owner in block letters

FORM 4
(Rule 3 (1) of the Mizoram Registration of Tourist Trade Rules 2020)

APPLICATION FOR CARAVAN AND CARAVAN PARKS LICENCE FOR DEVELOPMENT OF TOURISM IN MIZORAM

NAME OF SITE	
--------------	--

DETAILS OF INDIVIDUAL OR COMPANY APPLYING FOR LICENSE	
FIRST APPLICANT	
Full Name	
Address	
Contact No	
Email	
Date of Birth	
Are you a permanent resident of the State (Attach document)	
Are you ST/SC/OBC (Attach document)	
PAN Card No (Attach document)	
GST Registration No (Attach document)	
SECOND APPLICANT	
Full Name	
Address	
Contact No	
Email	
Date of Birth	
Are you a permanent resident of the State (Attach document)	
Are you ST/SC/OBC (Attach document)	
PAN Card No (Attach document)	
GST Registration No (Attach document)	
if more than 2 people applying, provide other details in separate sheet	

<p>Details of land in respect of which the application is made, including full postal address or location of the land (please outline the site in red on an accompanying site plan which must be based on a Google Map)</p>

Area of the site in acres:	
Does the applicant own or control any adjoining land?	Yes/No (Please tick)
Please state the use of the land and any buildings (if vacant, please state previous use):	

Maximum number of caravans proposed to be stationed on the site at any one time for the purpose of human habitation:	
Maximum size of caravans:	

Please give details of any existing or proposed vehicular or pedestrian accesses to the site, including the width of the access:

Will the site have the following facilities (Write Yes or No)	
Internal roads and footpaths	
A hardstanding for each caravan	
Surface water drainage	
Piped water to each caravan	
Fire points and equipment	
Fire hydrants	
Recreational/amenity open space	
Parking space for visitors	
Electricity/Solar supply to each caravan	
Parking space for residents	
Toilet blocks with Nos	
Any other facilities:	

Management structure for the site (please include details of any site manager, plus details of experience of managing caravan sites)

Please include details of the management plan for the site to cover matters such as pitch fee collection, proximity of manager to the site, contact details for residents (including emergency contact details), how complaints about the condition of the site are dealt with, routine and cyclical maintenance, staffing, waste water and sewage disposal, refuse removal etc.

--

Details of funding arrangements in place for managing the site (including details of any funding through third parties)

--

Will the applicant hold the site as freehold or leasehold?	
If leasehold, confirm length of lease	
Please confirm details of any other person who holds an interest in the site	
Please confirm any provisions or conditions on the lease which may affect the ability of the applicant to manage the site	
Attach blueprint of caravan design etc	
TWO PASSPORTS SIZE PHOTOS OF EACH APPLICANTS TO BE ENCLOSED	

DECLARATION

I hereby certify that all statements in this application are correct and true to the best of my knowledge. I have read the guidance supplied, enclosed any required documentation and fees, and agree to abide by the conditions placed on the licence should it be granted.

FIRST APPLICANT	
SIGNED	
DATE	
SECOND APPLICANT	
SIGNED	
DATE	

FORM 5
(Rule 3 (1) of the Mizoram Registration of Tourist Trade Rules 2020)

APPLICATION PROFORMA FOR THE REGISTRATION OF HOUSEBOATS/CRUISES

1	Name of the houseboat/company, if any	
2	Name of promoters with full postal address	
3	Status of owners/promoters, whether Company is: a. Partnership firm (copy of Partnership deed Certificates of registration under Partnership Act may be furnished) b. Proprietary concern (copy of Memorandum and Articles of Association may be furnished)	
4	Telephone/Fax/Email id	
5	Details of houseboat : a. Length & Breadth b. Old or new: c. Model:	
6	Location from where the houseboat is operated	
7	Mooring site License No	
8	Details of facilities Room type Nos. & size 1. Bedroom (s) 2. Toilet(s) 3. Living/dining 4. Kitchen 5. Passage (width to be given) 6. Others (please specify)	
9	Number of staff	
10	Details of safety equipment : a. Number of lifebuoys- b. Number of fire buckets- c. Number of fire extinguishers- d. Others, if any (Please specify)-	
11	Facilities on board (please tick wherever applicable) a. Solid waste disposal (septic tank/ chemical/ directly into	

	backwater) b. Battery operated: Yes/No c. Provision for electricity for light & fan on board: d. Provision for cold and hot running water on board e. Provision for cold purifying water on board f. Refrigerator/icebox on board g. Arrangements for food as per the menu of Guest's choice	
12	Signed copy Acceptance of regulatory conditions of Tourism Deptt attached?	
13	Details of application fee	
14	Give details of solid waste system to be used in separate sheet	
15	Use of alternate source of energy (in separate sheet)	
16	Garbage disposal method (in separate sheet)	
17	Practices to avoid use of polythene bags (in separate sheet)	
18	Practices of using local ethnic materials for construction and furniture (in separate sheet)	
19	Employment from local communities Total number of employees : Number of employees from the district Of houseboat's operation	
20	Details of certification obtained from competent authority on the performance of engine (Attach document)	
21	Are you permanent resident of Mizoram (Attach document)	
22	Are you ST/SC/OBC (Attach document)	
23	Attach blueprint of design etc	
24	ENCLOSE ONE COPY OF PASSPORT SIZE PHOTOGRAPH	

SIGNATURE APPLICANT	
SIGNED	
DATE	

FORM 6
(Rule 3 (1) of the Mizoram Registration of Tourist Trade Rules 2020)

APPLICATION FORMAT FOR HOSTELS & DORMITORIES

1	Name of the Hostel or Dormitory	
2	Category applied for	
3	Name and address of the promoters/owners with a note on their background in separate sheet	
4	a) Complete postal address	
	b) Tel. No/Mobile No	
	c) E-mail ID	
5	Distance of the Hostel or Dormitory in kms. from	
	a) Airport	
	b) Railway Station	
	c) City Centre	
	d) Nearest main shopping centre	
	e) Nearest bus stand /scheduled city bus stop	
6	Details of the Hostel or Dormitory	
	a) Area (in sq. metres) with title – owned/ leased (copies of sale/ lease deed to be enclosed)	
	b) Revenue papers regarding ownership	
	c) Affidavit in case of co-sharer of house/land	
	d) Whether clearance obtained from the Police Authorities regarding the antecedents of the owner /owners and the proposed activity (copy to be enclosed)	
	e) Number of rooms and area for each type of room in sq.ft. (single/double/suites)	
	f) Number of attached baths	
	g) Details of public areas for the following facilities in sq. ft	
	h) Lobby/lounge	
	i) Dining space	
	j) Parking facilities	
	k) Additional facilities available if any (not mandatory)	
	l) Eco –friendly facilities	
	m) Facilities for differently abled persons	

	n) Details of Fire Fighting equipment/ hydrants etc. if any	
7	Photographs of the building including interiors showing types of facilities available, bathroom, living room, bedroom, parking etc	
8	Details of payment of application fee	
9	Police Verification Report	
10	Consent of acceptance of the regulatory conditions (please enclose a copy of the prescribed undertaking duly signed by the owner of the establishment)	
11	Attach blueprint of design etc	

LIST OF DOCUMENTS REQUIRED FOR REGISTRATION OF HOSTELS & DORMITORIES

1. Application for registration
2. Inspection Report
3. Revenue Paper (LSC/Land Pass/Lease Certificate)
4. Undertaking from owner on a stamp paper in the shape of affidavit – Rs.10
5. Registration fee or Renewal fees (wherever applicable)
6. Photocopy of signed Tourist Register (**Form 25**)
7. Photocopy of signed Bill Book

Undertaking by owners:

I have read and understood all the terms and conditions mentioned in the Guidelines for Hostels and Dormitories and also with respect to the approval and registration of the accommodation unit under the rules and hereby agree to abide by them. The information and documents provided are correct and authentic to the best of my knowledge.

Date:-

Signature and name of the owner in block letters

FORM 7
(Rule 3 (1) of the Mizoram Registration of Tourist Trade Rules 2020)

APPLICATION FORM FOR REGISTRATION OF LODGES/MOTEL/RESORT/GUESTHOUSE

To

Prescribed Authority
Tourism Department
Mizoram

PHOTO OF
THE
APPLICANT

Sir,

I request that I may be registered as hotel keeper and my hotel etc known as _____ situated _____ at _____ may be registered under the Mizoram (Registration of Tourist Trade Act) 2020. The particulars are as under:

Sl.No	Particulars	
1	Name of the person with full address	
2	Name of tourist area where the business is to be run	
3	Name of the proprietor(s)	
4	Name of the Manager with full permanent address	
5	Name of the agents/employees	
6	Name of the hotel/business	
7	Date & Year of Establishment	
8	Whether the applicant is a permanent resident of Mizoram? (Attach Proof)	
9	Any other business which the applicant is carrying on in any tourist area in the State or outside the state	
10	Whether the building wherein the hotel etc is operated is owned by the applicant or is rented out or leased	
11	In case of leased building, the period of lease to be mentioned with specific date.	
12	Whether permanent resident of Mizoram & ST/SC/OBC? (attach Certificates etc)	
13	GST Registration or Tax Payment document (Attach document)	
14	Attach blueprint of hotel design etc	

Date:

Name & Signature of the applicant

Note:

1. For registration of lodges/motels/guesthouses/resorts/inns only
2. Leave column blank whichever is not application

FORM 8
(Rule 3 (1) of the Mizoram Registration of Tourist Trade Rules 2020)

APPLICATION FORM FOR REGISTRATION OF A RESTAURANT

To

Prescribed Authority
Tourism Department
Mizoram

PHOTO OF
THE
APPLICANT

Sir,

I request that I may be registered as restaurant/café/snack bar/dhaba/tea stall etc situated at _____ may be registered under the Mizoram (Registration of Tourist Trade Act) 2020. The particulars are as under:

Sl.No	Particulars	
1	Name of the person with full address	
2	Name of tourist area where the restaurant is to be run	
3	Name of the proprietor(s)	
4	Name of the Manager with full permanent address	
5	Name of the agents/employees	
6	Name of the restaurant	
7	Date & Year of Establishment	
8	Whether the applicant is a permanent resident of Mizoram (Attach Proof)	
9	Any other business which the applicant is carrying on in any tourist area in the State or outside the state	
10	Whether the building wherein the hotel is operated is owned by the applicant or is rented out or leased	
11	In case of leased building, the period of lease to be mentioned with specific date.	
12	Whether a permanent resident of Mizoram & ST/SC/OBC? (Attach Certificates)	
13	GST Registration or Tax Payment (Attach document)	

Date:

Name & Signature of the applicant

Note:

1. For registration of restaurant, cafe, snack bar, dhabas, tea stall etc
2. Leave column blank whichever is not application

FORM 9
(Rule 3 (1) of the Mizoram Registration of Tourist Trade Rules 2020)

APPLICATION FORM FOR REGISTRATION OF TOUR OPERATOR OR TRAVEL AGENT

To

Prescribed Authority
Tourism Department
Mizoram

PHOTO OF
THE
APPLICANT

Sir,

I request that I may be registered as Tour Operator or Travel Agent within the meaning of Mizoram (Registration of Tourist Trade Act) 2020. The particulars required for the purpose are given hereunder:

Sl.No	Particulars	
1	a) Name of the applicant or firm and its registered address	
	b) Contact No	
	c) Email Address	
2	Date & Year of Establishment	
3	Whether the firm is a proprietary/partnership/private or public limited concern	
4	Month and date when the firm was registered with concerned Federation or Association in India	
5	Capital standing in Bank	
6	Name of the Director/Directors/Partner/partners etc	
7	Details of interests, if any in other business of the Directors/ Partner. Partners etc	
8	Name of Bankers (attach reference from Bank)	
9	Name of Auditors. (A balance sheet & Profit & Loss statement pertaining to the Travel business, as prescribed under the company law must be submitted by each applicant)	
10	Income Tax Clearance Certificate from the appropriate authorities	
11	All other activities undertaken by the firm Besides Travel arrangements	

12	a) Volume of tourist traffic handled up to the date of application showing foreign and internal tourist traffic separately	
	b) Clientele, any special tourist parties, their size frequency of visit etc	
	c) Amenities arranged for foreign tourist	
	d) Steps taken to promote home tourist traffic and details of the parties handled, if any.	
	e) Promotional/publicity activities, undertaken (with documentary proof)	
13	Branches of the firm in the country, the staff Employed at the headquarters & branches	
14	Particulars of foreign firm if any, with the details of tourist traffic business connections	
15	Name of Guides approved by the Directorate of Tourism having been employee with their address	
16	Registration No. & Date with Airlines/carriers or Agents if applicable (with true copy attached)	
17	GST Registration and Tax Payment (Attach document)	
18	Whether permanent resident of Mizoram & ST/SC/OBC (Attach certificates)	

Name & Signature of applicant.

Date:

Note:

1. The persons seeking registration under the category of adventure and sports Tour operator shall produce the certificate/documentary proof duly issued by the concerned Federation/Association of India.
2. For registration of tour operator, travel agent, ticketing agents, adventure tour operator, adventure sports tour operator including aerosports, water sports tour operator including river rafting and excursion agent etc
3. Leave column blank whichever is not application

FORM 10
(Rule 3 (1) & Rule 18 (1) of the Mizoram Registration of Tourist Trade Rules 2020)

APPLICATION FORM FOR REGISTRATION OF TOUR GUIDE

To

Prescribed Authority
Tourism Department
Mizoram

PHOTO OF
THE
APPLICANT

Sir,

I request that I may be registered as Tour Guide within the meaning of Mizoram (Registration of Tourist Trade Act) 2020. The particulars required for the purpose are given hereunder:

Sl.No	Particulars	
1	a) Name of applicant with full address	
	b) Contact No	
	c) Email Address	
2	a) Educational Qualifications	
	b) Year of passing	
3	Language known or proficient other than Mizo	
4	Date of Birth	
5	Any other information or qualifications or training attended which the applicant wishes to give in support of his application	
6	Whether ST/SC/OBC? (Attach Certificate)	
7	Experiences if any in separate sheet	
8	Attach Police Verification	
9	Attach EPIC/Aadhar	

Yours faithfully

Name & Signature of the applicant

Date:

FORM 11
(Rule 3 (1) & Rule 18 (1) of the Mizoram Registration of Tourist Trade Rules 2020)

APPLICATION FORM FOR REGISTRATION OF TOURIST PORTER

To

Prescribed Authority
Tourism Department
Mizoram

PHOTO OF
THE
APPLICANT

Sir,

I request that I may be registered as Tourist Porter within the meaning of Mizoram (Registration of Tourist Trade Act) 2020. The particulars required for the purpose are given hereunder:

Sl.No	Particulars	
1	a) Name of applicant with full address	
	b) Contact No	
	c) Email Address	
2	a) Educational Qualifications	
	b) Year of passing	
3	Language known or proficient other than Mizo	
4	Date of Birth	
5	Any other information or qualification which the applicant wishes to give in support of his application	
6	Whether ST/SC/OBC? (Attach Certificate)	
7	Experiences if any in separate sheet	
8	Attach Police Verification	
9	Attach EPIC/Aadhar	

Yours faithfully

Name & Signature of the applicant

FORM 12
(Rule 3 (1) & Rule 18 (1) of the Mizoram Registration of Tourist Trade Rules 2020)

APPLICATION FOR REGISTRATION OF OUTDOOR PHOTOGRAPHER

To

Prescribed Authority
Tourist Department
Government of Mizoram

PHOTO OF
THE
APPLICANT

Sir,

I request that I may be registered as Outdoor Photographer within the meaning of Mizoram (Registration of Tourist Trade Act) 2020. The other particulars of the trade are as under:

Sl.No	Particulars	
1	Name of the person with full address Intending to operate or is already operating	
2	Name of the Tourist area where the business is to be conducted	
3	Educational Qualification (attach documents)	
4	Experiences in outdoor photography (attach documents)	
5	Whether the applicant is a permanent resident of Mizoram? (attach documents)	
6	Whether ST/SC/OBC? (attach documents)	
7	Police Verification (attach documents)	

Date:

Name & Signature of the applicant.

Note:

1. For registration of Outdoor Photography
2. Leave column blank whichever is not application

FORM 13
(Rule 3 (1) of the Mizoram Registration of Tourist Trade Rules 2020)

**APPLICATION FOR REGISTRATION OF PERSONS CONDUCTING INDIVIDUAL BUSINESS
OR EQUIPMENT VENDORS**

To

Prescribed Authority
Tourist Department
Government of Mizoram

PHOTO OF
THE
APPLICANT

Sir,

I request that I may be registered as dealer or vendor of equipments etc within the meaning of Mizoram (Registration of Tourist Trade Act) 2020. The other particulars of the trade are as under:

Sl.No	Particulars	
1	Name of the person with full address Intending to operate or is already operating	
2	Name of the Tourist area where the business is to be conducted	
3	Name of the proprietor	
4	Name of business undertaken	
5	Whether the minimum requirement of certificate possessed? If any (Attach document)	
6	Whether the applicant is a permanent resident of Mizoram (Attach document)	
7	Whether ST/SC/OBC? (Attach Certificate)	

Date:

Name & Signature of the applicant.

Note:

1. For registration of Dealers of Camping Agency/ Tent & Camping Equipments /Adventure, adventure sports equipment and water sports equipments etc
2. Leave column blank whichever is not application

FORM 14
(Rule 3 (1) of the Mizoram Registration of Tourist Trade Rules 2020)

APPLICATION FOR REGISTRATION OF PERSONS OPERATING SERVICES INDIVIDUALLY

To

Prescribed Authority
Tourist Department
Government of Mizoram

PHOTO OF
THE
APPLICANT

Sir,

I request that I may be registered as a boatman/diver/pilot/sky pilot/surfer/river/rafter/diver etc within the meaning of Mizoram (Registration of Tourist Trade Act) 2020. The particulars of the trade are as under:

Sl.No	Particulars	
1	Name of the person with full address Intending to operate or is already operating with Contact No & Email	
2	Name of the Tourist area where the business is to be conducted	
3	Name of the proprietor	
4	Whether the minimum requirement of certificate possessed?	
5	Whether the applicant is a permanent resident of Mizoram (Attach EPIC/Aadhar)	
6	Whether ST/SC/OBC? Attach Certificate	
7	Indicate activities undertaken: 1.Parasailing 2.Paragliding 3.Water Sports 4.Trekking 5.Hot Air Balloon 6.Mountaineering 7.Trekking/Camping 8.Mountain Biking/Cycling 9.Any other activity (specify)	
8	List of adventure sports equipment possessed (in separate sheet)	
9	Details of Insurance Cover (in separate sheet)	
10	Medical Facilities?	
11	Safety measures to be adopted (in separate paper)	

Date:

Name & Signature of the applicant.

Note:

1. For registration of Boatman for Parasailing/Canoeing/Kayaking, Pilot and Tandem Pilot for Paragliding Parasailing Sky Pilot, Surfer for waterskiing, Personal Water Craft (Jet Ski etc) Rider, river rafting operator and Scuba Diver
2. Leave column blank whichever is not application
3. This Form is not meant for river rafting and aero sports

FORM 15
(Rule 16 of the Mizoram Registration of Tourist Trade Rules 2020)

APPLICATION FORM FOR DUPLICATE CERTIFICATE

To

The Prescribed Authority

PHOTO OF
THE
APPLICANT

Sir,

I lost my/our Registration Certificate and the same is requested for duplicate certificate within the meaning of Mizoram Registration of Tourist Trade Act, 2020 for.....area (Name of area).

The particulars required for the purpose are given hereunder:

Sl.No	Particulars	
1	Name of applicant with full address	
2	Contact No	
3	Email Address	
4	Name of Trade or Business	
5	Registration No & Date	

Yours faithfully

Name & Signature of the applicant

*To be used for application for all kinds of services

FORM 16
(Rule 4 of the Mizoram Registration of Tourist Trade Rules 2020)

APPLICATION FORM FOR RENEWAL CERTIFICATE

To

The Prescribed Authority

Sir,

PHOTO OF
THE
APPLICANT

I request that Renewal for Registration of tourist trade and the same is requested for renewal within the meaning of Mizoram Registration of Tourist Trade Act, 2020 for.....area (Name of area).

The particulars required for the purpose are given hereunder:

Sl.No	Particulars	
1	Name of applicant with full address	
2	Contact No	
3	Email Address	
4	Name of Trade or Business	
5	Registration No & Date	

Yours faithfully

Name & Signature of the applicant

*To be used for application for all kinds of services

FORM 17
(Rule 17 of the Mizoram Registration of Tourist Trade Rules 2020)

APPLICATION FORM FOR ALLOTMENT OF MOORING SITES

To

The Prescribed Authority

PHOTO OF
THE
APPLICANT

Sir,

I request that mooring sites be allotted to me within the meaning of Mizoram Registration of Tourist Trade Act, 2020 for.....area (Name of area).

The particulars required for the purpose are given hereunder:

Sl.No	Particulars	
1	Name of applicant & owner with full address	
2	Contact No	
3	Email Address	
4	Date of Birth	
5	Educational Qualification	
6	Name of Trade or Business/Boat	
7	Proposed place of area where business is intended to carry out	
8	Are you permanent resident of Mizoram? (Attach Certificate)	
9	Whether ST/SC/OBC? (Attach Certificate)	
10	GST Registration No or Tax Payment (Attach Certificate)	
11	Period for which the boat is intended to be moored.	

Yours faithfully

Name & Signature of the applicant

FORM 18
(Rule 3 (3) of the Mizoram Registration of Tourist Trade Rules 2020)

DEPARTMENT OF TOURISM
GOVERNMENT MIZORAM

Certificate of Registration of Dealer

This is to certify that Mr/Mrs/Ms..... son/daughter of.....resident of....., a dealer in.....has/have been registered under the Mizoram Tourist Trade Act 2020, to carry on business as a dealer in the following notified articles in.....area/areas.

1	Name of the Business	
2	Area of operation	
3	This certificate is valid up to	

Sl.No	Name of the notified articles approved
1	
2	
3	
4	
5	
6	
7	
8	
9	
10	

Date:

Prescribed Authority
Tourism Department
Government of Mizoram

FORM 19
(Rule 3 (3) of the Mizoram Registration of Tourist Trade Rules 2020)

DEPARTMENT OF TOURISM
GOVERNMENT MIZORAM

Certificate of Registration of Restaurants, Hotels and any other accommodation units etc*

This is to certify that Mr/Mrs/Ms..... son/daughter of.....resident of..... has/have been registered under the Mizoram Tourist Trade Act 2020 to operate the said hotel/hotels:

1	Name of the Hotel	
2	Area where the hotel is operated	
3	This certificate is valid up to	

Date:

Prescribed Authority
Tourism Department
Government of Mizoram

***Certificate will be suitably modified as per services applied**

FORM 20
(Rule 3 (3) of the Mizoram Registration of Tourist Trade Rules 2020)

DEPARTMENT OF TOURISM
GOVERNMENT MIZORAM

Certificate of Registration of Travel Agents/Tour Operators/Ticketing Sales Agents*

This is to certify that Mr/Mrs/Ms..... son/daughter
of..... resident of
Has/have been registered under the Mizoram Tourist Trade Act 2020 to carry on
the business of Travel Agent/Tour Operators/Ticketing Sales Agents in the State of
Mizoram.

This Certificate is valid up to:

Date:

Prescribed Authority
Tourism Department
Government of Mizoram

***Certificate will be suitably modified as per services applied**

FORM 21
(Rule 3 (3) of the Mizoram Registration of Tourist Trade Rules 2020)

DEPARTMENT OF TOURISM
GOVERNMENT MIZORAM

Certificate of Registration of Individual Service Providers*

This is to certify that Mr/Mrs/Ms..... son/daughter of.....resident of....., a dealer in.....has/have been registered under the Mizoram Tourist Trade Act 2020, to carry on business as a dealer in the following notified articles in.....area/areas.

1	Name of the Business	
2	Area of operation	
3	This certificate is valid up to	

Sl.No	Name of Business to be conducted
1	
2	
3	
4	
5	
6	
7	
8	
9	
10	

Date:

Prescribed Authority
Tourism Department
Government of Mizoram

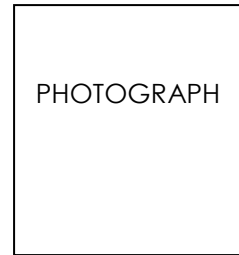
*For Equipment Vendors, Tour Guide, Tourist Porter, Outdoor Photographer, Boatman, PWC (Jet Ski) Owner, Motor Launch Owner, Pilot, Sky Pilot, Scuba Divers, Surf Riders, Scuba Divers and Water Skiing Riders etc

***Certificate will be suitably modified as per services applied**

FORM 22
(Rule 12 (6) of the Mizoram Registration of Tourist Trade Rules 2020)

IDENTITY CARD OF TOUR GUIDE

Identity Card No:



Certified that Mr/Mrs/Ms.....son/daughter of resident of..... whose photograph is given on Page 1 is a Tour Guide approved by the Tourism Department, Government of Mizoram subject to the conditions below:

Date of Issue:

Date of Expiry:

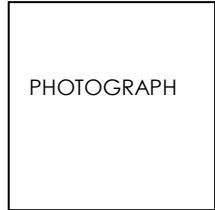
1. This Tour Guide is to be allowed entry into all tourist places including Forests under the control of State and all places under the control of Local Authorities and Public Bodies.
2. This Tour Guide shall carry this ID Card while accompanying tourists all the time and wear the badge or arm band provided by the Tourism Department
3. He/she will charge the fees only at the rate fixed by the Tourism Department. He/she will also carry a copy of the schedule of charges as determined by the State Government
4. He/she will not lend his ID Card to anyone.
5. He will show this ID Card and other documents issued by the Prescribed Authority, Tourism Department to the Officer-in-Charge of any historical and tourist places, EF & CC Department, Local Authorities and persons to be guided by him/her on demand

Signature of Prescribed Authority with seal

FORM 23
(Rule 12 (7) of the Mizoram Registration of Tourist Trade Rules 2020)

ID CARD FOR OTHER INDIVIDUAL SERVICE PROVIDERS/OPERATORS

Identity Card No:



Certified that Mr/Mrs/Ms/Dr.....son/daughter of
resident of..... whose photograph is given on Page 1 is a/an
.....(name of service) approved by the Tourism Department,
Government of Mizoram subject to the conditions below:

Date of Issue:

Date of Expiry:

1. He/she shall carry this ID Card while accompanying tourists all the time and wear the badge or arm band provided by the Tourism Department
3. He/she will charge the fees only at the rate fixed by the Tourism Department. He/she will also carry a copy of the schedule of charges as determined by the State Government if any
4. He/she will not lend his ID Card to anyone.
5. He will show this ID Card and other documents issued by the Prescribed Authority, Tourism Department to any authorities or local persons to be guided by him/her on demand

Signature of Prescribed Authority with seal

Note:

1. For Tourist Porter, Outdoor photographer, operators of PWC (Jet Ski), Motor Launch, Boatman, Pilot, Sky Pilot, Scuba Divers, Surf Riders and Water Skiing Riders etc

FORM 24
(Rule 8 (a) of the Mizoram Registration of Tourist Trade Rules 2020)

(Order Book for Dealers)

Name of Firm:

Place:

Date of placing of order	Name and address of the persons placing the order	Full description of the articles/being ordered with size, quality, design, colour, etc.	Permanent address of the person placing order	Present address in the Union Territory	Date by which the goods are to be dispatched	Total Value of the goods ordered	Amount paid in advance in foreign/Indian currency	Balance if any, Payable in foreign/Indian currency and the time when payable	Brief records of terms and conditions, if any, between the customer and the firm.	Signature of the Customer and the owner for representative of the firm with date.
1	2	3	4	5	6	7	8	9	10	11
								() ()		

Signed by proprietor of Dealer of notified article

FORM 25
(Rule 9 (b) of the Mizoram Registration of Tourist Trade Rules 2020)

(Tourist Register)

Sl. No.	Name of the Guest	Full address within India/abroad	Passport No., date of issue and expiry	No. of Guest accommodate and number of rooms occupied	Date of arrival and time	Date of departure and time	Accommodation charges per day	Period of stay
1	2	3	4	5	6	7	8	9

Signature of the Guest during arrival	Total amount charge on accommodation	Charges paid in Foreign/India Currency	Bill/Receipt No. and Cash Memo with date	Amount of Luxury Tax collected if any	Signature of Receptionist/Manager on duty	Particulars of the encashment certificate with date	Signature of the Guest during departure	Remarks
10	11	12	13	14	15	16	17	18

Signed by proprietor of hotel

DISTRICT INDEX (for Local Tourists)

District	Code	District	Code	District	Code
AIZAWL	01	LUNGLEI	02	SIAHA	03
CHAMPHAI	04	KOLASIB	05	SERCHHIP	06
LAWNGTLAI	07	MAMIT	08	KHAWZAWL	09
SAITUAL	10	HNAHTHIAL	11		

STATE/UNION TERRITORY INDEX (for Domestic Tourists)

State/UT	Code	State/UT	Code	State/UT	Code
ANDAMAN & NICOBAR	AN	ANDHRA PRADESH	AP	ARUNACHAL PRADESH	AR
ASSAM	AS	BIHAR	BH	CHANDIGARH	CH
CHHATISGARH	CT	DADRA & NAGAR HV	DN	DAMAN & DIU	DD
DELHI	DL	GOA	GA	GUJARAT	GJ
HARYANA	HR	HIMACHAL PRADESH	HP	JAMMU & KASHMIR	JK
JHARKHAND	JH	KARNATAKA	KA	KERELA	KL
LAKSHWADEEP IL.	LD	MADHYA PRADESH	MP	MAHARASHTRA	MH
MANIPUR	MN	MEGHALAYA	ME	MIZORAM	MZ
NAGALAND	NL	ODISHA	OD	PUDUCHERRY	PY
PUNJAB	PJ	RAJASTHAN	RJ	SIKKIM	SK
TAMIL NADU	TN	TELANGANA	TS	TRIPURA	TR
UTTAR PRADESH	UP	UTTARAKHAND	UT	WEST BENGAL	WB

COUNTRY INDEX (For Foreigner/NRI Tourists)

Country	Code	Country	Code	Country	Code
U.K	311	U.S.A	312	SRI LANKA	287
FRANCE	176	GERMANY	184	JAPAN	211
ITALY	208	MALAYSIA	230	SWITZERLAND	296
CANADA	142	AUSTRALIA	120	SINGAPORE	282
U.A.E	278	SAUDI ARABIA	279	IRAN	203
PAKISTAN	253	BANGLADESH	124	CHINA	210
SOUTH KOREA	212	MYANMAR	125	THAILAND	126
VIETNAM	127	INDONESIA	129	RUSSIA	301
MEXICO	143	BRAZIL	144	ARGENTINA	145
SPAIN	200	PORTUGAL	201	NETHERLANDS	202
DENMARK	213	SWEDEN	204	NORWAY	205
FINLAND	206	AFGHANISTAN	254	NEPAL	118
BHUTAN	119	MONGOLIA	209	PHILIPPINES	130
SOUTH AFRICA	271	BELGIUM	207	BAHRAIN	272
CAMBODIA	128	EGYPT	266	GREECE	177
TURKEY	178	ISRAEL	180	HONG KONG	285
KUWAIT	277	KENYA	265	NIGERIA	267
NEW ZEALAND	121	POLAND	297	TAIWAN	286
VATICAN	222	ROMANIA	298	UZBEKISTAN	299

REGION INDEX (For Foreigner/NRI Tourists whose countries are not listed above)

Region	Code	Country	Code	Country	Code
NORTH AMERICA	NAM	CENTRAL AMERICA	CAM	SOUTH AMERICA	SAM
CARIBBEAN	CRB	WESTERN EUROPE	WEU	CENTRAL EUROPE	CEU
EASTERN EUROPE	EEU	MIDDLE EAST	MEA	NORTHERN AFRICA	NAF
CENTRAL AFRICA	CAF	SOUTHERN AFRICA	SAF	SOUTH EAST ASIA	SEA
EAST ASIA	EAS	OCEANIA	OCE	PACIFIC	PAC

FORM 30
(Rule 21 of the Mizoram Registration of Tourist Trade Rules 2020)

Show Cause Notice to defaulter under Mizoram Registration of Tourist Trade Rules 2020

To

Mr/Mrs/Ms.....
Address.....
.....
Registered No:.....

Whereas Mr/Mrs/Mshave ceased to operate tourist trade or business within the meaning of the Mizoram Registration of Tourist Trade Act 2020:

- i) Having been convicted of an offence under the provisions of the Indian Penal Code, 1860:..... [section 7 (b) or 12 (b) or 21 (b) or 30 (b) as the case may be]
- ii) Having been received complaint of malpractice by the Prescribed Authority and proved against you: [section 7 (d) or 12 (d) or 21 (d) or 30 (d) as the case may be]
- iii) Having been convicted under sectionof the Mizoram Registration of Tourist Trade Act 2020.
- iv) Having been declared an insolvent by a competent court and has not been discharged
- v) Having been blacklisted under section of the Mizoram Registration of Tourist Trade Act 2020.
- vi) Having been convicted any offence punishable under any law providing for the prevention of smuggling and corruption.

And whereas your name is liable to be removed from the Register under section..... of the Mizoram Registration of Tourist Trade Act 2020,

Now, therefore, notice is hereby given to you to show cause within 7 days of the receipt of this notice as to why your name should not be removed from the register on the grounds specified above.

Prescribed Authority
Tourism Department
Government of Mizoram