



# Tourism Authority

## Application for a Private Pleasure Craft Licence

### New application (New craft) – Checklist

Individual	<ul style="list-style-type: none"><li>- National Identity Card or Copy of Passport</li><li>- Copies of valid Residence/ Occupation permit for Non- citizens</li><li>- Certificate of Character valid for one year</li><li>- Curriculum Vitae (Profile of Applicant)</li><li>- Proof of source of funds as follows:-<ul style="list-style-type: none"><li>a. If leasing or contracting loan from bank, to submit letter of comfort from bank;</li><li>b. If using own funds to submit statement of Account for the past six months.</li></ul></li><li>- Title deed/lease agreement for restricted areas</li></ul>
------------	--

- a) Builder's certificate specifying name & contact details of builder and details of craft such as length, beam, type, means of propulsion as well as date of construction of craft among others.
- b) Photograph/Construction Plan/Design of craft
- c) Registered Sale Deed, as per format OR proof of ownership (sworn affidavit, if necessary) and accompanied by Registered Declaration Form as per format.
- d) In case an application is submitted by an Agent/Representative, the identity card of the Agent/ Representative and a letter of authorization are also required.
- e) Application for an OL (OUTSIDE LAGOON) category pleasure craft licence
  - o Additionally, an applicant should submit a formal quotation for a marine VHF radio set which he shall subsequently purchase and install onboard the craft so that the application can be processed and the OL category licence be issued by the Tourism Authority. This procedure enables the licensee of the pleasure craft to apply for a Ship Station Licence in respect of the marine VHF radio set (commonly called "radio licence") at the Information and Communication Technology Authority (ICTA) by submitting a copy of the OL category pleasure craft licence.

## Application for a Private Pleasure Craft Licence

### New application (Second hand craft) – Checklist

Individual	<ul style="list-style-type: none"> <li>- National Identity Card or Copy of Passport</li> <li>- Copies of valid Residence/ Occupation permit for Non- citizens</li> <li>- Certificate of Character valid for one year</li> <li>- Curriculum Vitae (Profile of Applicant)</li> <li>- Proof of source of funds as follows:-             <ul style="list-style-type: none"> <li>a. If leasing or contracting loan from bank, to submit letter of comfort from bank;</li> <li>b. If using own funds to submit statement of Account for the past six months.</li> </ul> </li> <li>- Title deed/lease agreement for restricted areas</li> </ul>
------------	--

- a) Builder's certificate specifying name & contact details of builder and details of craft such as length, beam, type, means of propulsion as well as date of construction of craft among others.
- b) Photograph/Construction Plan/Design of craft if any
- c) Registered Sale Deed, as per format OR proof of ownership (sworn affidavit, if necessary) and accompanied by Registered Declaration Form as per format.
- d) In case an application is submitted by an Agent/Representative, the identity card of the Agent/ Representative and a letter of authorization are also required.
- e) To submit letter from previous owner informing that the craft had not been subject to any modifications since last survey and all equipment were on board at time of sale
- f) Documents of Previous Pleasure Craft :
  - o Submission of original pleasure craft licence (yellow + grey cards)
  - o Submission of original Survey Certificate
- g) Application for an OL (OUTSIDE LAGOON) category pleasure craft licence
  - o Additionally, an applicant should submit a formal quotation for a marine VHF radio set which he shall subsequently purchase and install onboard the craft so that the application can be processed and the OL category licence be issued by the Tourism Authority. This procedure enables the licensee of the pleasure craft to apply for a Ship Station Licence in respect of the marine VHF radio set (commonly called "radio licence") at the Information and Communication Technology Authority (ICTA) by submitting a copy of the OL category pleasure craft licence.

**Application for a Private Pleasure Craft Licence**

**Change of ownership – Checklist**

Individual	<ul style="list-style-type: none"> <li>- National Identity Card or Copy of Passport</li> <li>- Copies of valid Residence/ Occupation permit for Non- citizens</li> <li>- Certificate of Character valid for one year</li> <li>- Curriculum Vitae (Profile of Applicant)</li> <li>- Proof of source of funds as follows:-             <ul style="list-style-type: none"> <li>a. If leasing or contracting loan from bank, to submit letter of comfort from bank;</li> <li>b. If using own funds to submit statement of Account for the past six months.</li> </ul> </li> <li>- Title deed/lease agreement for restricted areas</li> </ul>
------------	--

- a) Builder’s certificate specifying name & contact details of builder and details of craft such as length, beam, type, means of propulsion as well as date of construction of craft among others.
- b) Photograph/Construction Plan/Design of craft if any
- c) Registered Sale Deed, as per format OR proof of ownership (sworn affidavit, if necessary) and accompanied by Registered Declaration Form as per format.
- d) In case an application is submitted by an Agent/Representative, the identity card of the Agent/ Representative and a letter of authorization are also required.
- e) To submit letter from previous owner informing that the craft had not been subject to any modifications since last survey and all equipment were on board at time of sale.
- f) Documents of Previous Pleasure Craft :
  - o Submission of original pleasure craft licence (yellow + grey cards)
  - o Submission of original Survey Certificate

**Application for a Private Pleasure Craft Licence**

**Replacement of craft (Individual) – Checklist**

Individual	<ul style="list-style-type: none"> <li>- National Identity Card or Copy of Passport</li> <li>- Copies of valid Residence/ Occupation permit for Non- citizens</li> <li>- Certificate of Character valid for one year</li> <li>- Curriculum Vitae (Profile of Applicant)</li> <li>- Proof of source of funds as follows:-             <ul style="list-style-type: none"> <li>a. If leasing or contracting loan from bank, to submit letter of comfort from bank;</li> <li>b. If using own funds to submit statement of Account for the past six months.</li> </ul> </li> <li>- Title deed/lease agreement for restricted areas</li> </ul>
------------	--

- a) Builder’s certificate specifying name & contact details of builder and details of craft such as length, beam, type, means of propulsion as well as date of construction of craft among others.
- b) Photograph/Construction Plan/Design of craft
- c) Registered Sale Deed, as per format OR proof of ownership (sworn affidavit, if necessary) and accompanied by Registered Declaration Form as per format.
- d) In case an application is submitted by an Agent/Representative, the identity card of the Agent/ Representative and a letter of authorization are also required.
- e) In case replacing by a second hand craft - to submit letter from previous owner informing that the craft had not been subject to any modifications since last survey and all equipment were on board at time of sale
- f) Documents of Previous Pleasure Craft if any :
  - o Submission of original pleasure craft licence (yellow + grey cards)
  - o Submission of original Survey Certificate
- g) Letter informing how the existing craft will be disposed of

**Application for a Private Pleasure Craft Licence**

---

1st Floor, Victoria House, Corner Barracks & St Louis Streets, Port Louis, MAURITIUS

Tel: +230 – 203 1000

Fax: +230 – 2131738

Email: [tourism.authority@intnet.mu](mailto:tourism.authority@intnet.mu)

URL: <http://ta.gov-mu.org>



## Replacement of craft (Company) – Checklist

### 1) Business Registration

Individual	<ul style="list-style-type: none"><li>- National Identity Card</li><li>- Business Registration Card with activity and address of enterprise specified and trade name (if applicable)</li></ul>
Company	<ul style="list-style-type: none"><li>- Business Registration Card with activity and address of enterprise specified and trade name (if applicable)</li><li>- Certificate of Incorporation</li><li>- Updated extract of file from the Registrar of Companies, certifying the structure of the company</li><li><b>In case a sub-company is shareholder</b></li><li>- Letter from Company's Secretary, certifying all the ultimate beneficiaries of the company (name, number of shares and nationality of each shareholder)</li><li><b>In case a of Public Company</b></li><li>- Letter from Company's Secretary, certifying the list of Directors and shareholders holding at least 5% of shares, specifying the name, number of shares and nationality of each shareholder and Director.</li><li><b>In case investment from non-citizens is involved:</b></li><li>- Copy of Occupation permit or Residence Permit of the Director/shareholder</li><li>- Copy of passport of the Director/shareholder</li></ul>
Société	<ul style="list-style-type: none"><li>- Business Registration Card with activity and address of enterprise specified and trade name (if applicable)</li><li>- Acte de Société or Partnership deed</li><li>- List of members of société specifying their respective nationalities and certified by the Manager (Gérant)</li></ul>

- Builder's certificate specifying name & contact details of builder and details of craft such as length, beam, type, means of propulsion as well as date of construction of craft among others.
- Photograph/Construction Plan/Design of craft
- Registered Sale Deed, as per format OR proof of ownership (sworn affidavit, if necessary) and accompanied by Registered Declaration Form as per format.
- In case an application is submitted by an Agent/Representative, the identity card of the Agent/ Representative and a letter of authorization are also required.
- In case replacing by a second hand craft - to submit letter from previous owner informing that the craft had not been subject to any modifications since last survey and all equipment were on board at time of sale
- Documents of Previous Pleasure Craft documents if any :
  - Submission of original pleasure craft licence (yellow + grey cards)
  - Submission of original Survey Certificate
- Letter informing how the existing craft will be disposed of

## Application for a Commercial Pleasure Craft Licence

**Note: No new applications for Commercial Pleasure Craft Licence are being entertained for the moment**

### Replacement of Craft by an imported craft - Checklist

#### 1) Business Registration/Shareholding Details

Individual	<ul style="list-style-type: none"> <li>- National Identity Card</li> <li>- Business Registration Card with activity and address of enterprise specified and trade name (if applicable)</li> </ul>
Company	<ul style="list-style-type: none"> <li>- Business Registration Card with activity and address of enterprise specified and trade name (if applicable)</li> <li>- Certificate of Incorporation</li> <li>- Updated extract of file from the Registrar of Companies, certifying the structure of the company</li> <li><b>In case a sub-company is shareholder</b></li> <li>- Letter from Company's Secretary, certifying all the ultimate beneficiaries of the company (name, number of shares and nationality of each shareholder)</li> <li><b>In case a of Public Company</b></li> <li>- Letter from Company's Secretary, certifying the list of Directors and shareholders holding at least 5% of shares, specifying the name, number of shares and nationality of each shareholder and Director.</li> <li><b>In case investment from non-citizens is involved:</b></li> <li>- Copy of Occupation permit or Residence Permit of the Director/shareholder</li> <li>- Copy of passport of the Director/shareholder</li> </ul>
Société	<ul style="list-style-type: none"> <li>- Business Registration Card with activity and address of enterprise specified and trade name (if applicable)</li> <li>- Acte de Société or Partnership deed</li> <li>- List of members of société specifying their respective nationalities and certified by the Manager (Gérant)</li> </ul>



	<b>NEW craft (Imported )</b>	<b>SECOND-HAND craft (Imported)</b>
1	A valid certificate of Character (validity: one year)	A valid certificate of Character (validity: one year)
2	Curriculum Vitae ( Profile of applicant)	Curriculum Vitae ( Profile of applicant)
3	Proof of source of funds as follows:- (a)If leasing or contracting loan from bank, to submit letter of comfort from bank; (b) If using own funds to submit statement of Account for the past six months.	Proof of source of funds as follows:- (a) If leasing or contracting loan from bank, to submit letter of comfort from bank; (b) If using own funds to submit statement of Account for the past six months.
4	Builder's certificate specifying name & contact details of builder and details of craft such as length, beam, type, means of propulsion as well as date of construction of craft among others	Builder's certificate specifying name & contact details of builder and details of craft such as length, beam, type, means of propulsion as well as date of construction of craft among others
5	Photograph/Construction Plan/Design of craft	Photograph/Construction Plan/Design of craft
6	Registered Sale Deed, as per format OR proof of ownership (sworn affidavit, if necessary) and accompanied by Registered Declaration Form as per format	Registered Sale Deed, as per format OR proof of ownership (sworn affidavit, if necessary) and accompanied by Registered Declaration Form as per format.
7	Letter to TA (a) requesting authorization to replace existing craft and (b) informing how the existing craft will be disposed of	Letter to TA (a) requesting authorization to replace existing craft and (b) informing how the existing craft will be disposed of
8	If craft is of more than 5 years, submission of a survey report from a recognized International Body (such as Veritas, Lloyds,etc) or from a certified surveyor from the country of origin	If craft is of more than 5 years, submission of a survey report from a recognized International Body (such as Veritas, Lloyds,etc) or from a certified surveyor from the country of origin
9	MRA customs declaration form & Bill of entry	MRA customs declaration form & Bill of entry
10	a. Submission of original pleasure craft licence (yellow + grey cards) b. Submission of original Survey Certificate	a. Submission of original pleasure craft licence (yellow + grey cards) b. Submission of original Survey Certificate
11	In case an application is submitted by an Agent, the identity card of the Agent and a letter of authorization are also required	In case an application is submitted by an Agent, the identity card of the Agent and a letter of authorization are also required

## Application for a Commercial Pleasure Craft Licence

### Replacement of craft by a locally built craft- Checklist

#### 1) Business Registration/Shareholding Details

Individual	<ul style="list-style-type: none"> <li>- National Identity Card</li> <li>- Business Registration Card with activity and address of enterprise specified and trade name (if applicable)</li> </ul>
Company	<ul style="list-style-type: none"> <li>- Business Registration Card with activity and address of enterprise specified and trade name (if applicable)</li> <li>- Certificate of Incorporation</li> <li>- Updated extract of file from the Registrar of Companies, certifying the structure of the company</li> <li><b>In case a sub-company is shareholder</b></li> <li>- Letter from Company's Secretary, certifying all the ultimate beneficiaries of the company (name, number of shares and nationality of each shareholder)</li> <li><b>In case a of Public Company</b></li> <li>- Letter from Company's Secretary, certifying the list of Directors and shareholders holding at least 5% of shares, specifying the name, number of shares and nationality of each shareholder and Director.</li> <li><b>In case investment from non-citizens is involved:</b></li> <li>- Copy of Occupation permit or Residence Permit of the Director/shareholder</li> <li>- Copy of passport of the Director/shareholder</li> </ul>
Société	<ul style="list-style-type: none"> <li>- Business Registration Card with activity and address of enterprise specified and trade name (if applicable)</li> <li>- Acte de Société or Partnership deed</li> <li>- List of members of société specifying their respective nationalities and certified by the Manager (Gérant)</li> </ul>





# Tourism Authority

	<b>Local Construction (NEW)</b>	<b>Change in Ownership (Craft registered at TA)</b>	<b>In case craft is registered at other Authorities  (Craft NOT registered at TA)</b>
1	Builder's certificate specifying name & contact details of builder and details of craft such as length, beam, type, means of propulsion as well as date of construction of craft among others.	Builder's certificate specifying name & contact details of builder and details of craft such as length, beam, type, means of propulsion as well as date of construction of craft among others if any	Builder's certificate specifying name & contact details of builder and details of craft such as length, beam, type, means of propulsion as well as date of construction of craft among others if any
2	Photograph/Construction Plan/Design of craft	Photograph/Construction Plan/Design of craft	Photograph/Construction Plan/Design of craft
3	Letter to TA (a) requesting authorization to replace existing craft and (b) informing how the existing craft will be disposed of	Letter to Tourism Authority informing how the existing craft will be disposed of	Copy of boat licence from other authorities wherever applicable and Deregistration certificate from other authorities and letter regarding how the existing craft will be disposed of
4	A valid Certificate of Character (validity one year)	A valid Certificate of Character (validity one year)	A valid Certificate of Character (validity one year)
5	Curriculum Vitae ( Profile of applicant)	Curriculum Vitae (Profile of applicant)	Curriculum Vitae ( Profile of applicant)
6	Proof of source of funds as follows:- (a)If leasing or contracting loan from bank, to submit letter of comfort from bank; (b) If using own funds to submit statement of Account for the past six months.	Proof of source of funds as follows:- (a)If leasing or contracting loan from bank, to submit letter of comfort from bank; (b) If using own funds to submit statement of Account for the past six months.	Proof of source of funds as follows:- (a)If leasing or contracting loan from bank, to submit letter of comfort from bank; (b) If using own funds to submit statement of Account for the past six months.
7	Registered Sale Deed, as per format OR proof of ownership (sworn affidavit, if necessary) and accompanied by Registered Declaration form as per format	Registered Sale Deed, as per format OR proof of ownership (sworn affidavit, if necessary) and accompanied by Registered Declaration Form as per format.	Registered Sale Deed, as per format OR proof of ownership (sworn affidavit, if necessary) and accompanied by Registered Declaration Form as per format.

1st Floor, Victoria House, Corner Barracks & St Louis Streets, Port Louis, MAURITIUS

Tel: +230 – 203 1000

Fax: +230 – 2131738

Email: [tourism.authority@intnet.mu](mailto:tourism.authority@intnet.mu)

URL: <http://ta.gov-mu.org>



# Tourism Authority

8	a. Submission of original pleasure craft licence (yellow + grey cards) b. Submission of original Survey Certificate	a. Submission of original pleasure craft licence (yellow + grey cards) b. Submission of original Survey Certificate	a. Submission of original pleasure craft licence (yellow + grey cards) b. Submission of original Survey Certificate
9	In case an application is submitted by an Agent/Representative, the identity card of the Agent/ Representative and a letter of authorization are also required.	In case an application is submitted by an Agent/Representative, the identity card of the Agent/ Representative and a letter of authorization are also required.	In case an application is submitted by an Agent/Representative, the identity card of the Agent/ Representative and a letter of authorization are also required

## Sea based activities

### Operating a Boat House

#### 1) Business Registration/Shareholding Details

Individual	<ul style="list-style-type: none"> <li>- National Identity Card</li> <li>- Business Registration Card with activity and address of enterprise specified and trade name (if applicable)</li> </ul>
Company	<ul style="list-style-type: none"> <li>- Business Registration Card with activity and address of enterprise specified and trade name (if applicable)</li> <li>- Certificate of Incorporation</li> <li>- Updated extract of file from the Registrar of Companies, certifying the structure of the company</li> <li><b>In case a sub-company is shareholder</b></li> <li>- Letter from Company's Secretary, certifying all the ultimate beneficiaries of the company (name, number of shares and nationality of each shareholder)</li> <li><b>In case a of Public Company</b></li> <li>- Letter from Company's Secretary, certifying the list of Directors and shareholders holding at least 5% of shares, specifying the name, number of shares and nationality of each shareholder and Director.</li> <li><b>In case investment from non-citizens is involved:</b></li> <li>- Copy of Occupation permit or Residence Permit of the Director/shareholder</li> <li>- Copy of passport of the Director/shareholder</li> </ul>
Société	<ul style="list-style-type: none"> <li>- Business Registration Card with activity and address of enterprise specified and trade name (if applicable)</li> <li>- Acte de Société or Partnership deed</li> <li>- List of members of société specifying their respective nationalities and certified by the Manager (Gérant)</li> </ul>

- 1) Location/Site Plan (3 copies)
- 2) Layout Plan (3 copies)
- 3) Contract with hotel
- 4) Clearance from Beach Authority (in case of public beach)
- 5) List and quantity of non-motorised water sports equipment
- 6) Qualifications and experience of technical staffs (Ex. Skipper, Water Ski Instructor etc) - Copies of certificates to be submitted
- 7) Project write-up – describing the activity, safety and security measures, emergency procedures, maintenance plan for all equipment, number of employees and description of roles

**Note: An application to be submitted for a Security boat**



## Operating Rental Agency for Kite Surf- checklist

### 1) Business Registration/Shareholding Details

Individual	<ul style="list-style-type: none"> <li>- National Identity Card</li> <li>- Business Registration Card with activity and address of enterprise specified and trade name (if applicable)</li> </ul>
Company	<ul style="list-style-type: none"> <li>- Business Registration Card with activity and address of enterprise specified and trade name (if applicable)</li> <li>- Certificate of Incorporation</li> <li>- Updated extract of file from the Registrar of Companies, certifying the structure of the company</li> <li><b>In case a sub-company is shareholder</b></li> <li>- Letter from Company's Secretary, certifying all the ultimate beneficiaries of the company (name, number of shares and nationality of each shareholder)</li> <li><b>In case a of Public Company</b></li> <li>- Letter from Company's Secretary, certifying the list of Directors and shareholders holding at least 5% of shares, specifying the name, number of shares and nationality of each shareholder and Director.</li> <li><b>In case investment from non-citizens is involved:</b></li> <li>- Copy of Occupation permit or Residence Permit of the Director/shareholder</li> <li>- Copy of passport of the Director/shareholder</li> </ul>
Société	<ul style="list-style-type: none"> <li>- Business Registration Card with activity and address of enterprise specified and trade name (if applicable)</li> <li>- Acte de Société or Partnership deed</li> <li>- List of members of société specifying their respective nationalities and certified by the Manager (Gérant)</li> </ul>

- 1) Title deed/Lease agreement
- 2) Non-citizens- to submit Business Plan (template available)
- 3) Location/Site Plan (3 copies)
- 4) Master layout Plan indicating area (in m<sup>2</sup>) of all relevant parts pertaining to operations (3 copies)
- 5) Project write-up – describing the activity, safety and security measures, emergency procedures, maintenance plan for all equipment, number of employees and description of roles
- 6) Number of kite surf per site
- 7) Clearance from Beach Authority (in case of public beach)
- 8) Qualifications and experience of instructors (Copies of certificates to be submitted)
- 9) Clearance from Le Morne Heritage Trust Fund and National Heritage Trust Fund, in case, the activity will take place within its buffer or core zones.
- 10) Building and Land Use Permit (BLP) or Letter of no objection from respective Local Authority

**Note: An application to be submitted for a Security boat**



**Providing Non- Motorised Water Sports such as Pedaloos, Canoes, Kayaks and Laser-  
Check list**

1) Business Registration/Shareholding Details

Individual	<ul style="list-style-type: none"> <li>- National Identity Card</li> <li>- Business Registration Card with activity and address of enterprise specified and trade name (if applicable)</li> </ul>
Company	<ul style="list-style-type: none"> <li>- Business Registration Card with activity and address of enterprise specified and trade name (if applicable)</li> <li>- Certificate of Incorporation</li> <li>- Updated extract of file from the Registrar of Companies, certifying the structure of the company</li> <li><b>In case a sub-company is shareholder</b></li> <li>- Letter from Company's Secretary, certifying all the ultimate beneficiaries of the company (name, number of shares and nationality of each shareholder)</li> <li><b>In case a of Public Company</b></li> <li>- Letter from Company's Secretary, certifying the list of Directors and shareholders holding at least 5% of shares, specifying the name, number of shares and nationality of each shareholder and Director.</li> <li><b>In case investment from non-citizens is involved:</b></li> <li>- Copy of Occupation permit or Residence Permit of the Director/shareholder</li> <li>- Copy of passport of the Director/shareholder</li> </ul>
Société	<ul style="list-style-type: none"> <li>- Business Registration Card with activity and address of enterprise specified and trade name (if applicable)</li> <li>- Acte de Société or Partnership deed</li> <li>- List of members of société specifying their respective nationalities and certified by the Manager (Gérant)</li> </ul>

- 1) Title deed/Lease agreement
- 2) Non-citizens- to submit Business Plan (template available)
- 3) Location/Site Plan (3 copies)
- 4) Master layout Plan indicating area (in m<sup>2</sup>) of all relevant parts pertaining to operations (3 copies)
- 5) Building and Land Use Permit (BLP) or Letter of no objection from respective Local Authority
- 6) Clearance from Beach Authority (in case on public beach)
- 7) Qualifications and experience of instructors (Ex. Skipper, Instructor of non-motorised equipment) - copies of certificates or testimonials to be submitted
- 8) Project write-up – describing the activity, safety and security measures, emergency procedures, maintenance plan for all equipment, number of employees and description of roles
- 9) List of non-motorised water sports equipments/devices applicant intend to use, describing their specifications and quantities.

**Note: An application to be submitted for a Security boat**

---

1st Floor, Victoria House, Corner Barracks & St Louis Streets, Port Louis, MAURITIUS

Tel: +230 – 203 1000

Fax: +230 – 2131738

Email: [tourism.authority@intnet.mu](mailto:tourism.authority@intnet.mu)

URL: <http://ta.gov-mu.org>

## Operating Scuba Diving Centre- Checklist

### 1) Business Registration/ Shareholding

Individual	<ul style="list-style-type: none"> <li>- National Identity Card</li> <li>- Business Registration Card with activity and address of enterprise specified and trade name (if applicable)</li> </ul>
Company	<ul style="list-style-type: none"> <li>- Business Registration Card with activity and address of enterprise specified and trade name (if applicable)</li> <li>- Certificate of Incorporation</li> <li>- Updated extract of file from the Registrar of Companies, certifying the structure of the company</li> <li><b>In case a sub-company is shareholder</b></li> <li>- Letter from Company's Secretary, certifying all the ultimate beneficiaries of the company (name, number of shares and nationality of each shareholder)</li> <li><b>In case a of Public Company</b></li> <li>- Letter from Company's Secretary, certifying the list of Directors and shareholders holding at least 5% of shares, specifying the name, number of shares and nationality of each shareholder and Director.</li> <li><b>In case investment from non-citizens is involved:</b></li> <li>- Copy of Occupation permit or Residence Permit of the Director/shareholder</li> <li>- Copy of passport of the Director/shareholder</li> </ul>
Société	<ul style="list-style-type: none"> <li>- Business Registration Card with activity and address of enterprise specified and trade name (if applicable)</li> <li>- Acte de Société or Partnership deed</li> <li>- List of members of société specifying their respective nationalities and certified by the Manager (Gérant)</li> </ul>

- 1) Title deed/Lease agreement
- 2) Non-citizens- to submit Business Plan (template available)
- 3) Location/Site Plan (3 copies)
- 4) Master layout Plan indicating area (in m<sup>2</sup>) of all relevant parts pertaining to operations (3 copies)
- 5) Building and Land Use Permit (BLP) or Letter of no objection from respective Local Authority (if not situated within hotel premises)
- 6) Qualifications of instructors/divers/first-aiders
- 7) Project write-up – describing the activity, safety and security measures, emergency procedures, maintenance plan for all equipment, number of employees and description of roles
- 8) List of dive sites and their GPS Coordinates and description of the sites
- 9) Letter of authorization from owner (if applicable)
- 10) Contract with hotel (if applicable)
- 11) Particulars of scuba diving centre/list of equipment

**Note: An application to be submitted for a Security boat**