



**Tourist Enterprise Licence (TEL) /Tourist Accommodation Certificate (TAC)
List of documents for variation**

SN	List of Activities	Type of variation	Documents to be submitted
1	All Activities	1. Change in trade name	i. Amended Business Registration Card with new trade name.
		2. Change in company name (for company)	i. Certificate of Incorporation for change of name. ii. Amended Business Registration Card with new company name.
		3. Change in name (individual only).	i. New National Identity card ii. Amended Business Registration Card with new name.
2	Hotel	1. Change in trade name	i. Amended Business Registration Card with new trade name.
		2. Change in company name	i. Certificate of Incorporation for change of name. ii. Amended Business Registration Card with new company name.
		3. Increase/decrease in number of rooms	<i>For increase in number of rooms only</i> i. Clearance from Ministry of Tourism <u>In case there has been a change in the building structure or an extension of the building:</u> i. Building and Land Use Permit (BLUP) ii. Layout plans iii. Clearance from Le Morne Heritage Trust fund, if the premises is situated within Le Morne.
		4. Increase/decrease in number of covers for restaurant	<u>In case there has been a change in the building structure or an extension of the building:</u> i. Building and Land Use Permit (BLUP) ii. Layout plans iii. Clearance from Le Morne Heritage Trust fund, if the premises is situated within Le Morne
		5. Increase/decrease in number of bicycles	i. Certificate of Registration from the Police <i>Note: Bicycles should not be more than 4 years of age.</i>
		6. Add/remove activity: ▶ Spa ▶ Fitness centre ▶ Restaurant ▶ Rental Agency bicycles ▶ Beauty parlour ▶ Boathouse	To submit all documents as per checklist for new application, pertaining to each activity.
3	Guesthouse	1. Change in trade name	i. Amended Business Registration Card with new trade name.
		2. Change in company name (for company)	i. Certificate of Incorporation for change of name. ii. Amended Business Registration Card with new company name.



		3. Change in name (individual only)	i. New National Identity card ii. Amended Business Registration Card with new name.
		4. Increase/decrease in number of rooms	<i>For increase in number of rooms only</i> <u>In case there has been a change in the building structure or an extension of the building:</u> i. Building and Land Use Permit (BLUP) ii. Layout plans. iii. Clearance from Le Morne Heritage Trust fund, if the premises is situated within Le Morne
		5. Increase/decrease in number of covers for restaurant (above 50 rooms only).	<i>For increase in number of covers only</i> <u>In case there has been a change in the building structure or an extension of the building:</u> i. Building and Land Use Permit (BLUP) ii. Layout plans iii. Clearance from Le Morne Heritage Trust fund, if the premises is situated within Le Morne.
		6. Add/remove activity: For guesthouse above 10 rooms: ▶ Add Fitness centre For guesthouse above 50 rooms ▶ Spa ▶ Fitness centre ▶ Restaurant	To submit all documents as per checklist for new application, pertaining to each activity.
4	Tourist Residence	1. Change in trade name	i. Amended Business Registration Card with new trade name.
		2. Change in company name (for company)	i. Certificate of Incorporation for change of name. ii. Amended Business Registration Card with new company name
		3. Change in name (individual only)	i. New National Identity card ii. Amended Business Registration Card with new name
		4. Increase/decrease in number of rooms	<i>For increase in number of rooms only</i> <u>In case there has been a change in the building structure or an extension of the building:</u> i. Building and Land Use Permit (BLUP) ii. Layout plans iii. Clearance from Le Morne Heritage Trust fund, if the premises is situated within Le Morne. <u>In case the number of rooms is of 45 and above:</u> i. Clearance from the Ministry of Tourism



		5. Increase/decrease in number of covers for restaurant	<p><i>Increase/decrease in number of covers for restaurant (above 50 rooms only):</i></p> <p><u>In case there has been a change in the building structure or an extension of the building:</u></p> <p>i. Building and Land Use Permit (BLUP) ii. Layout plans iii. Clearance from Le Morne Heritage Trust fund, if the premises is situated within Le Morne.</p>
		6. Add/remove activity: For more than 10 rooms: ▶ Spa ▶ Fitness centre For more than 50 rooms: ▶ Spa ▶ Fitness centre ▶ Restaurant	To submit all documents as per checklist for new application, pertaining to each activity.
5	Domaine (with or without Accommodation)	1. Change in trade name	i. Amended Business Registration Card with new trade name.
		2. Change in company name (for company)	i. Certificate of Incorporation for change of name. ii. Amended Business Registration Card with new company name.
		3. Change in name (individual only)	i. New National Identity card ii. Amended Business Registration Card with new name.
		4. Increase/decrease in number of rooms	<p><i>For increase in number of rooms only</i></p> <p><u>In case there has been a change in the building structure or an extension of the building:</u></p> <p>i. Building and Land Use Permit (BLUP) ii. Layout plans iii. Clearance from Le Morne Heritage Trust fund, if the premises is situated within Le Morne.</p> <p><u>In case the number of rooms is above 45</u></p> <p>i. Clearance from the Ministry of Tourism</p>
		5. Increase/decrease in number of covers for restaurant	<p><i>For increase in number of covers only</i></p> <p><u>In case there has been a change in the building structure or an extension of the building:</u></p> <p>i. Building and Land Use Permit (BLUP) ii. Layout plans iii. Clearance from Le Morne Heritage Trust fund, if the premises is situated within Le Morne</p>
		6. Increase/decrease in number of bicycles	i. Certificate of Registration from the Police <i>Note: Bicycles should not be more than 4 years of age.</i>



		7. Increase/decrease in number of quad	Only application to be submitted.
		8. Add/remove activity: <ul style="list-style-type: none"> ▶ Restaurant ▶ Rental Agency of bicycles ▶ Rental Agency Quad 	To submit all documents as per checklist for new application, pertaining to each activity.
6	Restaurant	1. Change in trade name	i. Amended Business Registration Card with new trade name.
		2. Change in company name (for company)	i. Certificate of Incorporation for change of name. ii. Amended Business Registration Card with new company name.
		3. Change in name (individual only)	i. New National Identity card ii. Amended Business Registration Card with new name.
		4. Increase/decrease in number of covers	<i>For increase in number of covers only</i> <u>In case there has been a change in the building structure or an extension of the building:</u> i. Building and Land Use Permit (BLUP) ii. Layout plans iii. Clearance from Le Morne Heritage Trust fund, if the premises is situated within Le Morne
7	Table d'hote	1. Change in trade name	i. Amended Business Registration Card with new trade name.
		2. Change in company name (for company)	i. Certificate of Incorporation for change of name. ii. Amended Business Registration Card with new company name.
		3. Change in name (individual only)	i. New National Identity card ii. Amended Business Registration Card with new name.
		4. Increase/decrease in number of covers	<i>For increase in number of covers only</i> <u>In case there has been a change in the building structure or an extension of the building:</u> i. Building and Land Use Permit (BLUP) ii. Layout plans iii. Clearance from Le Morne Heritage Trust fund, if the premises is situated within Le Morne
8	Providing Tour Operator Service	1. Change in trade name	i. Amended Business Registration Card with new trade name.
		2. Change in company name (for company)	i. Certificate of Incorporation for change of name. ii. Amended Business Registration Card with new company name.



		3. Change in name (individual only)	i. New National Identity card ii. Amended Business Registration Card with new name.
		4. Change address of enterprise	i. Building and Land Use Permit (BLUP) ii. Location/ Site plan iii. Layout plans iv. Title deed or Lease agreement/letter of authorisation from owner vi. Business Registration Card with new address of enterprise. v. Clearance from Le Morne Heritage Trust fund, if the premises is situated within Le Morne.
9	Operating Travel Agency	1. Change in trade name	i. Amended Business Registration Card with new trade name.
		2. Change in company name (for company)	i. Certificate of Incorporation for change of name. ii. Amended Business Registration Card with new company name.
		3. Change in name (individual only)	i. New National Identity card ii. Amended Business Registration Card with new name.
		4. Change address of enterprise	i. New Building and Land Use Permit (BLUP) ii. Location/ Site plan iii. Layout plans iv. Title deed or Lease agreement/letter of authorisation from owner vi. Business Registration Card with new address of enterprise v. Clearance from Le Morne Heritage Trust fund, if the premises is situated within Le Morne.
10	Working as Tourist Guide, Including Tourist Guide Employed by a Tour Operator.	1. Change in name	i. New National Identity card ii. Amended Business Registration Card with new name.
		2. Change site/itineraries	i. Project write-up for proposed new site/itineraries. ii. Risk assessment plan for the new site iii. Emergency and rescue plan iv. Clearance from Le Morne Heritage Trust Fund, if the new site is situated within Le Morne area.
11	Eco Tourism Activities (Nature-Based Tourism Activities or Adventure-Related Tourism Activities, or Both)	1. Change in trade name	i. Amended Business Registration Card with new trade name.
		2. Change in company name (for company)	i. Certificate of Incorporation for change of name. ii. Amended Business Registration Card with new company name.



		3. Change in name (individual only)	i. New National Identity card ii. Amended Business Registration Card with new name.
		4. Add/remove site/itineraries	For addition of site/itineraries only i. Project write-up for proposed new site/itineraries ii. Clearance from Le Morne Heritage Trust fund, if the new site is situated within Le Morne.
12	Operating Rental Agency for Quad	1. Change in trade name	i. Amended Business Registration Card with new trade name.
		2. Change in company name (for company)	i. Certificate of Incorporation for change of name. ii. Amended Business Registration Card with new company name
		3. Change in name (individual only)	i. New National Identity card ii. Amended Business Registration Card with new name
		4. Increase/decrease in number of quads	No document to be submitted
13	Operating Rental Agency for Bicycle	1. Change in trade name	i. Amended Business Registration Card with new trade name.
		2. Change in company name (for company only)	i. Certificate of Incorporation for change of name. ii. Amended Business Registration Card with new company name.
		3. Change in name (individual only)	i. New National Identity card ii. Amended Business Registration Card with new name
		4. Increase/decrease in number of bicycle	i. Certificate of Registration from the Police for the new bicycles <i>Note: Bicycles should not be more than 4 years of age.</i>
14	Operating Rental Agency for Motorcycle	1. Change in trade name	i. Amended Business Registration Card with new trade name.
		2. Change in company name (for company only)	i. Certificate of Incorporation for change of name. ii. Amended Business Registration Card with new company name
		3. Change in name (individual only)	i. New National Identity card ii. Amended Business Registration Card with new name
		4. Increase/decrease in number of motorcycle	i. Certificate of Registration from NTA <i>Note: Motorcycles should not be more than 5 years of age.</i>
15	Operating Rental Agency For Bus, Including Minibus	1. Change in trade name	i. Amended Business Registration Card with new trade name.
		2. Change in company name (for company)	i. Certificate of Incorporation for change of name. ii. Amended Business Registration Card with new company name.



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		3. Change in name (individual only)	i. New National Identity card ii. Amended Business Registration Card with new name
		4. Increase/decrease in number of bus	i. Public Service Vehicle Licence (PSVL) from NTA

Note: An application fee of Rs 1500 is applicable upon submission of the application for variation.