



List of documents for variation

SN	List of activities	Type of variation	Documents to be submitted
1	RESTAURANT	<ol style="list-style-type: none"> 1. Change in trade name 2. Change in company name (for company) 3. Change in name (individual only) 4. Increase/decrease in number of covers 	<p><u>1. Change in trade name:</u> i. Amended Business Registration Card with new trade name.</p> <p><u>2. Change in company name:</u> i. Certificate of Incorporation for change of name. ii. Amended Business Registration Card with new company name</p> <p><u>3. Change in name (individual only):</u> i. New National Identity card ii. Amended Business Registration Card with new name</p> <p><u>4. Increase/decrease in number of covers:</u> ► In case there has been a change in the building structure i. Building and Land Use Permit (BLUP) ii. Layout plans</p>
2	TABLE D'HOTE	<ol style="list-style-type: none"> 1. Change in trade name 2. Change in company name (for company) 3. Change in name (individual only) 4. Increase/decrease in number of covers 	<p><u>1. Change trade name:</u> i. Amended Business Registration Card with new trade name.</p> <p><u>2. Change in company name:</u> i. Certificate of Incorporation for change of name. ii. Amended Business Registration Card with new company name</p> <p><u>3. Change in name (individual only):</u> i. New National Identity card ii. Amended Business Registration Card with new name</p> <p><u>4. Increase/decrease in number of covers:</u> ► In case there has been a change in the building structure i. Building and Land Use Permit (BLUP) ii. Layout plans</p>



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3	PROVIDING TOUR OPERATOR SERVICE	<ol style="list-style-type: none"> 1. Change in trade name 2. Change in company name (for company) 3. Change in name (individual only) 4. Change address of enterprise 	<p><u>1. Change trade name:</u> i. Amended Business Registration Card with new trade name.</p> <p><u>2. Change in company name:</u> i. Certificate of Incorporation for change of name. ii. Amended Business Registration Card with new company name</p> <p><u>3. Change in name (individual only):</u> i. New National Identity card ii. Amended Business Registration Card with new name</p> <p><u>4. Change address of enterprise</u> 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</p>
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4	OPERATING TRAVEL AGENCY	<ol style="list-style-type: none"> 1. Change in trade name 2. Change in company name (for company) 3. Change in name (individual only) 4. Change address of enterprise 	<p><u>1. Change trade name:</u> i. Amended Business Registration Card with new trade name.</p> <p><u>2. Change in company name:</u> i. Certificate of Incorporation for change of name. ii. Amended Business Registration Card with new company name</p> <p><u>3. Change in name (individual only):</u> i. New National Identity card ii. Amended Business Registration Card with new name</p> <p><u>4. Change address of enterprise</u> 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</p>
5	WORKING AS TOURIST GUIDE, INCLUDING TOURIST GUIDE EMPLOYED BY A TOUR OPERATOR.	<ol style="list-style-type: none"> 1. Change in name 2. Change site/itineraries 	<p><u>1. Change in name (individual only):</u> i. New National Identity card ii. Amended Business Registration Card with new name</p> <p><u>2. Change in site/itineraries:</u> i. Project write-up for proposed new site/itineraries</p>



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6	ECO TOURISM ACTIVITIES (NATURE-BASED TOURISM ACTIVITIES OR ADVENTURE-RELATED TOURISM ACTIVITIES, OR BOTH)	<ol style="list-style-type: none"> 1. Change in trade name 2. Change in company name (for company) 3. Change in name (individual only) 4. Add/remove site/itineraries 	<p><u>1. Change trade name:</u> i. Amended Business Registration Card with new trade name.</p> <p><u>2. Change in company name:</u> i. Certificate of Incorporation for change of name. ii. Amended Business Registration Card with new company name</p> <p><u>3. Change in name (individual only):</u> i. New National Identity card ii. Amended Business Registration Card with new name</p> <p><u>4. Add/remove site/itineraries:</u> For addition of site/itineraries only i. Project write-up for proposed new site/itineraries</p>
7	OPERATING RENTAL AGENCY FOR QUAD	<ol style="list-style-type: none"> 1. Change in trade name 2. Change in company name (for company) 3. Change in name (individual only) 4. Increase/decrease in number of quads 	<p><u>1. Change trade name:</u> i. Amended Business Registration Card with new trade name.</p> <p><u>2. Change in company name:</u> i. Certificate of Incorporation for change of name. ii. Amended Business Registration Card with new company name</p> <p><u>3. Change in name (individual only):</u> i. New National Identity card ii. Amended Business Registration Card with new name</p> <p><u>4. Increase/decrease in number of quads</u> No document to be submitted</p>



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8	OPERATING RENTAL AGENCY FOR BICYCLE	<ol style="list-style-type: none"> 1. Change in trade name 2. Change in company name (for company) 3. Change in name (individual only) 4. Increase/decrease in number of bicycle 	<p><u>1. Change trade name:</u> i. Amended Business Registration Card with new trade name.</p> <p><u>2. Change in company name:</u> i. Certificate of Incorporation for change of name. ii. Amended Business Registration Card with new company name</p> <p><u>3. Change in name (individual only):</u> i. New National Identity card ii. Amended Business Registration Card with new name</p> <p><u>4. Increase/decrease in number of bicycles:</u> i. Certificate of Registration from the Police <i>Note: Bicycles should not be more than 4 years of age.</i></p>
9	OPERATING RENTAL AGENCY FOR MOTORCYCLE	<ol style="list-style-type: none"> 1. Change in trade name 2. Change in company name (for company) 3. Change in name (individual only) 4. Increase/decrease in number of motorcycle 	<p><u>1. Change trade name:</u> i. Amended Business Registration Card with new trade name.</p> <p><u>2. Change in company name:</u> i. Certificate of Incorporation for change of name. ii. Amended Business Registration Card with new company name</p> <p><u>3. Change in name (individual only):</u> i. New National Identity card ii. Amended Business Registration Card with new name</p> <p><u>4. Increase/decrease in number of motorcycles</u> i. Certificate of Registration from NTA <i>Note: Motorcycles should not be more than 5 years of age.</i></p>



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10	OPERATING RENTAL AGENCY FOR BUS, INCLUDING MINIBUS	<ol style="list-style-type: none"> 1. Change in trade name 2. Change in company name (for company) 3. Change in name (individual only) 4. Increase/decrease in number of bus 	<p><u>1. Change trade name:</u> i. Amended Business Registration Card with new trade name.</p> <p><u>2. Change in company name:</u> i. Certificate of Incorporation for change of name. ii. Amended Business Registration Card with new company name</p> <p><u>3. Change in name (individual only):</u> i. New National Identity card ii. Amended Business Registration Card with new name</p> <p><u>4. Increase/decrease in number of bus/minibus:</u> i. PSVL from NTA</p>
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Note: For any change in entity a new application shall be submitted.