

CHHATTISGARH TOURISM BOARD

2nd Floor, Udyog Bhawan, Ring Road-1, Telibandha, Raipur-492006 (C.G.)

Tel : 0771-4224600, 4224611 Fax : 0771- 4066425 E-Mail : visitcg@gmail.com, Web: www.tourism.cg.gov.in

APPLICATION FORM FOR REGISTRATION OF TRAVEL AGENTS / TOUR OPERATORS

Please stick the
recent photograph of
the Proprietor/
Partner / Director of
the Firm

1	AGENCY NAME :	
2	SALUTATION (MR/MS/MRS):	
3	PROPRIETOR/PARTNERS NAME :	
4	DATE OF BIRTH :	
5	DESIGNATION :	
6	TRADING NAME :	
7	DATE OF INCORPORATION :	
8	REGISTERED ADDRESS :-	
9	CITY :	
10	PINCODE :	
11	PHONE NUMBER :	
12	MOBILE NUMBER :	
13	FAX NUMBER :	
14	EMAIL 1 : (Contact Person)	
15	EMAIL 2 : (Agency)	
	WEBSITE :	
16	RESIDENTIAL ADDRESS :	
17	CREDIT/DEBIT CARDS ACCEPTED :	
18	COMPANY INFORMATION :	
(A) Company is	1. PROPRIETORSHIP FIRM	
	2. PARTNERSHIP FIRM	
	3. PRIVATE LTD FIRM	
	4. PUBLIC LTD FIRM	
(B) DETAILS OF PARTNERS :		
(C) DETAILS OF DIRECTORS :		

19	BRANCH OFFICE (If Any)	
20	STATUS OF AGENCY (Membership No. & Valid till date) (Relevant Certificates to be attached)	IATA/NON-IATA TAFI/TAAI ADTOI IATO PATA ANY OTHER :
21	OFFICE SPACE (Owned/Rented) :	
22	PRINCIPAL BUSINESS :	
23	OTHER SERVICES OFFERED :	

Note : Registration can be renewed after 3 years by paying Rs. 1000/- (Rs. One thousand only) or amount as applicable and with an application of request on the letter head of the applicant along with the documents.

Check list of Documents to be attached:- (Please Write Yes for Enclosed /NO for Not Enclosed)

DD No. : Date : DRAWEE Bank :

Photocopy of CURRENT/VALID IATO / TAAI Certificate (If Applicable) :

Company Registration No. / Shop & Establishment Act Registration No. (Gumashta Licence No) :

Photocopy of Other Membership Certificates (If Applicable):

UNDERTAKING	
By signing hereunder , we agree that all the information provided in this form about my organistaion and its office bearers is true and I will be held responsible if in case any of the information mentioned here is found to be incorrect or false. I also understand that Managing Director, Chhattisgarh Tourism Board reserves the right to approve or reject this application for the registration with the Chhattisgarh Tourism Board and that this registration can be terminated by him without sighting any reason if so felt by him. I have read all the terms and conditions mentioned in this form and i agree to all of them.	
Name of the authorised Signatory :	
Designation :	
Signature :	
Date :	
Company Seal :	

GENERAL TERMS AND CONDITIONS :

1. The form is to be filled up by the official/authorised personnel of the Travel Agency/Tour Operators.
2. This registration will be valid for a period of 3 Year only from the date of registration and should be renewed at least 01 month within the date of expiry.
3. Registration Fees is Rs. 1000/- to be paid in the form of a DD/Bankers Cheque in favour of MD, Chhattisgarh Tourism Board at the time of Registration.
4. In case of any change in the information with regards of address, investment or any other matter which may be of importance in connection with this application, at any point of time, please inform the details within three months to Chhattisgarh Tourism Board.
5. Write/Type in BLOCK LETTERS only.
6. All relevant documents self attested with company seal and authorised signatory should be submitted along with the application form. Details of the relevant documents are as below :
 - a. Gumashta Certificate or Shop and Establishment Certificate (Nagar Nigam Registration/ Local body)
 - b. Service Tax / Income (Registration Proof & Copy of Pan Card)
 - c. Address Proof (Telephone / Electricity Bill)
 - d. Proprietor / Partnership ID Proof.
 - e. Active membership Proof (Travel Agent Association of India (TAAI), Indian Association of Tour Operators (IATO)
 - f. Application for registration on letter head of the Firm
7. Chhattisgarh Tourism Board reserves the right to enquire or if needed ask for more documents.

FOR OFFICE USE ONLY	
Form Scrutinised by :	
Membership Allotted :	
Certificate Issued On :	
Date of Renewal :	

Authorised Signatory