

The
Dadra And Nagar Haveli
Gazette
सरकारी राजपत्र
संघ प्रदेश दादरा एवं नगर हवेली, प्रशासन



भारत सरकार / Government of India

असाधारण

EXTRAORDINARY

श्रेणी-१ / SERIES - I

प्राधिकरण द्वारा प्रकाशित

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U.T. ADMINISTRATION OF DADRA & NAGAR HAVELI,
TOURISM DEPARTMENT
SILVASSA

NOTIFICATION
DNH/TOUR/A/30/VOL II

Whereas certain draft rules, which the Administration of Dadra and Nagar Haveli proposed to make in exercise of the powers conferred by sub-section (1) of Section 42 of the Goa, Daman and Diu Registration of Tourist Trade Act, 1982 (10 of 1982) as extended to the Union Territory of Dadra and Nagar Haveli were published as required by sub-section (3) of section 42 of the said Act in the Official Notification No: DNH/TOUR/A/30/VOL.II dated: 23rd September, 2009 of U.T. Administration of Dadra and Nagar Haveli, Tourism Department, Silvassa inviting objection and suggestions from all persons likely to be affected thereby on or before the expiry of 30 days from the date of the publication of the said Notification in the Official Gazette.

And whereas the said Gazette was also made available to the public from 23/09/2009.

And whereas no suggestions and objections were received from the public on the said draft within the prescribed time limit.

Now, Therefore, in exercise of the powers conferred by sub-section (1) of section 42 of the Goa, Daman and Diu Registration of Tourist Trade Act, 1982 (10 of 1982) as extended to the Union Territory of Dadra and Nagar Haveli, the Administrator of Union Territory of Dadra and Nagar Haveli makes the following rules with immediate effect from the date of publication of final notification in gazette.

By order and in the name of the Administrator
U.T. of Daman, Diu and Dadra & Nagar Haveli.

Deputy Secretary (Tourism)
Dadra & Nagar Haveli, Silvassa.

The proposed rules are as under:

Short title and commencement:-

a. These rules may be called the U.T. of Dadra & Nagar Haveli Registration of Tourist Trade Rules, 2011

b. They shall come into force at once.

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

a) "Act" means the Goa, Daman and Diu Registration of Tourist Trade Act, 1982 (10 of 1982); as extended to the U.T. of Dadra & Nagar Haveli, vide the Gazette of India, Extraordinary, Part II - Section 3 - Sub Section - (I), and Published by Authority on 27th November 2001 and Dadra & Nagar Haveli Gazette, Extraordinary, Series I, Vol XVII published by Authority at Silvassa on 11th April 2002.

(b) "Form" means a Form appended to these rules;

(c) "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;

(d) "Section" means a section of the Act.

(e) All words used but not defined herein shall have the meanings respectively assigned to them in the Act.

3. Registration of dealers, hotelkeepers and travel agents:

1) An application for registration by a person intending to carry on the business as a dealer or a hotel-keeper or a travel agent under the Act shall be submitted to the prescribed authority in Form I, Form II or Form III as the case may be alongwith a treasury challan under which fees as laid down hereunder have been paid.

Category: Fees

(i) Dealer :- ₹ 500/- per year

(ii) Hotel-keeper :- ₹ 5000/- for 'A' category per year

₹ 4000/- for 'B' category per year

₹ 3000/- for 'C' category per year

₹ 2000/- for 'D' category per year

Explanation:- The criteria fixed for the categorization of hotels are contained in Annexure "A" to these rules.

(iii) Travel Agents :- Rs. 500/- per year for travel-agents confirming to the standards laid down in rule 9

Rs. 300/- per year for other travel agents like excursion agents, tourist guides etc.

2) The prescribed authority shall on receipt of the application alongwith the treasury challan, 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 5 or section 9 or section 16, as the case may be, it shall enter or cause the contents of the application entered in the register. It shall in case of tourist boats and launches, travel and excursion agents intimate the applicant for causing a spot inspection by an Inspecting Team or an Officer on any convenient date. After inspection if the inspecting team or the Officer is satisfied that its up-keep is of the requisite standard, a certificate of registration in Form IV or Form V or Form VI, as the case may be shall be issued to the applicant.
 - 4) If the prescribed authority proposes to refuse to register the applicant as a dealer, a hotel-keeper or a travel agent under section 5, section 9 or section 16 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 of refusal within a period of ten 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.
 - 6) Every certificate shall be valid for a period of one year from the date of its issue. An application for renewal of the certificate shall be submitted in Form I, Form II or Form III as the case may be, and the foregoing provisions, "mutates mutandis", shall apply. Every such application shall be accompanied by a treasury challan under which the prescribed fee has been paid.
4. **Cancellation of Certificate: -**
- 1) If at any times, after a person is registered as a dealer, a hotel-keeper, or a travel agent under the Act, the prescribed authority is satisfied that the dealer, the hotel-keeper or the travel agent has incurred any of the disqualifications mentioned in section 6, section 10, or section 17, 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 submission made by the dealer, the hotel-keeper or the travel agent, as the case may be, is not satisfactory, he shall pass an order removing his name from the register and cancel his certificates of registration and direct him to surrender the certificate for cancellation. Every such order shall be communicated to the dealer, the hotel- keeper or the travel agent, 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 Dated" and the endorsement shall then be recorded on the relevant page of the register.
5. **Notice to be sent by registered post -**

Every notice or order issued or communicated under the foregoing rules shall be sent by registered post acknowledgement due at the address of the dealer, the hotel-keeper or the travel agent, 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 dispatched.

Order to be published in Official Gazette-

Every order passed by the prescribed authority under these rules shall be published in the Official Gazette.

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 X.
- b) Bill Book duly numbered.
- c) Cash memo book duly numbered.
- d) Receipt book showing receipt of amount, paid or advances received, alongwith the dates.

Maintenance of register by Travel Agents -

Every travel agent shall, from the date of his registration, maintain a register approved by the prescribed authority, containing the following particulars, namely:

- i Serial Number.
- ii Date and time.
- iii Number and names of the tourists received.
- iv Name of the place of their destination.
- v Duration of their stay.
- vi Name of the travel agent.
- vii Name of the hotel/houseboat/tent/private accommodation (name with locations) to which transferred.
- viii Number of the tourists in a party.
- ix Amount paid as advance.
- x Method of recovery of the balance amount.
- xi Bill number and date.
- xii Receipt number and date.
- xiii Name of the approved Tourist Guide

Every travel agent shall display on a notice board at the entrance of his Office or at the reception counter, the following information: -

- (i) Printed tariff without any mutilation or over-writing.
- (ii) Printed itinerary without any mutilation or over-writing.

Classification of travel agent. :-

The prescribed authority may, after giving a reasonable opportunity of being heard, order, classify the travel agents as belonging to class 'A', class 'B', class 'C' or class 'D' giving due regard to the capital amount invested, location, general condition, conduct, tourist facilities owned, reputation, amenities, efficiency, recognition by Airlines/Carriers acting for the promotion of the tourist traffic in the Union Territory, active involvement in the publicity of the tourism etc. within and outside the Union Territory of Dadra & Nagar Haveli.

10. Information to be displayed on notice board. :-

- 1) Every hotel keeper shall display on a notice board in respect of his hotel, at the entrance of the hotel or at the reception counter, the following information namely:-
 - (i) Total accommodation available.
 - (ii) Tourist registers in Form XI.
 - (iii) Accommodation reserved by previous booking.
 - (iv) Accommodation available on a particular day.
 - (v) Rates of Rooms, eatables/extra bedding, room service etc. Provided by the hotel.
- 2) Every Hotelkeeper shall maintain the following books and registers duly prescribed and approved by the prescribed authority, namely:
 - (i) Complaint book
 - (ii) Tourist register in Form XI
 - (iii) Cash memo.
 - (iv) Bill book duly numbered
 - (v) Receipt book duly numbered.
 - (vi) Register of advance booking with advance money received.
 - (vii) The name of the person or concern with the address from where order is received.

11. Classification of hotels -

The prescribed authority shall, having due regard to the location, standard, structure, quality of food, accommodation facilities, services 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

12. 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 XII with a fee of rupees ten and the prescribed authority, after holding, such enquiry as he deems fit, and after hearing him as to the genuineness of his statement, 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.

13. Reservation and allotment of mooring sites:-

An application for reservation and allotment of boats shall be submitted to the prescribed authority in Form XIII with the fee as may be notified in the Official Gazette from time to time.

14. Registration of persons carrying on business of plying boats etc.:-

- 1) Every person intending to carry on in a tourist area the business of putting or plying water sports such as hire boats, tourist taxis, motor-launches, surf-rides, water-skiing, camping, equipment and porters shall have to register himself for carrying on such business.
- 2) An application for registration shall be submitted to the prescribed authority in Form XIV, with a treasury challan under which fee as laid down hereunder are paid. The Certificate of registration shall be in Form VI.

- | | | |
|------|---------------------------------|-----------|
| i. | Tourist Boat and launches | Rs. 500/- |
| ii. | Tourist Taxi | Rs. 500/- |
| iii. | Tents and tent equipment dealer | Rs. 500/- |
| iv. | Camping agency | Rs. 500/- |
| v. | Porter | Rs. 100/- |
- 3) Every porter registered under sub-rule (2) shall wear a half shirt and trouser having blue colour and a badge issued by the prescribed authority, while carrying on business in the specified tourist area.
- 4) The rates for hiring tourist boats and launches, tents and tent equipments, camp and camping equipments, shall be fixed by the prescribed authority 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, taxi etc. are kept for hiring.
- 5) The provisions of rule 3 relating to registration and renewal of registration and rule 4 relating to cancellation of registration shall, "mutatis mutandis", apply to registration, renewal of registration and cancellation of registration under the rule.

**U.T. ADMINISTRATION OF DADRA & NAGAR HAVELI,
TOURISM DEPARTMENT,
SILVASSA.**

ANNEXURE " A " (PART A)

**Criteria for classification of Accommodation
Sophisticated accommodation: ("A" Category)**

Location and building:- The hotel should be located in an area suitable for the stay of upper middle class tourists having adequate parking place for vehicles, a lawn or a roof garden for the use of the guests.

Guests rooms and bath rooms:- The following amenities shall be provided in all the rooms to be occupied by the guests :-

- (a) Attached bathrooms with long and wide baths, shower, running hot and cold water and adequate supply of soap, toilet paper and towels. European W/C with jet spray and hand spray wash basin, large mirror and lights wall fan or ceiling fan, exhaust fan.
- (b) Proper lighting and Ceiling fans.
- (c) Telephone with Intercom connection, Colour T.V. (Min 21") with remote, Fridge, Cupboard with hangers
- (d) A vacuum flask and two glasses for drinking water.
- (e) Proper furniture, chairs, tables, teepoy sofa set
- (f) Comfortable double beds with foam rubber mattresses or coir mattresses not less than 6' x 4" size.
- (g) Necessary linen and best quality blankets.
- (h) Minimum carpets area standards prescribed for bath room/ bedroom etc.

Conference Hall	1000 Sq.ft
Air conditioned-single	160 Sq.ft.
Non- Air conditioned- single	160 Sq.ft.
Air conditioned - double	220 Sq.ft.
Non Air conditioned- double	220 Sq.ft.
Bath-rooms if fitted with showe	40 Sq.ft.
(50-60 Sq.ft. if fitted with bathtub).	
Suite Air Condition Double Room	440 Sq.ft.
Swimming pool, Steam bath, Health Club	As per standard specificatio
Garden Area.	1/3 area of the plot area

Public rooms:- The following facilities should be provided in the Public Rooms.

- Properly staffed Reception and Information Counter with 24 hours service.
- Well-appointed lounge, provisions for bookstalls, money changing, book stal safe deposit, left luggage facilities refreshment rooms/rest room for ladies ar gents.separately.
- Adequate number of lifts for multistory hotel,
- Good quality crockery, cutlery, glass-ware and linen
- Clean hygienic, well-equipped and well-maintained kitchen and pantry with a co storage.
- Provision of cloakrooms for ladies and gents separately.
- A/C Bar facilities with a space for neat and clean restaurant to accommoda minimum 200 person and room service.
- Provisions of dance and/or chamber music.
- Provision of laundry Service.

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

- Hygienic and clean washing of cooking utensils, crockery and glass- ware.
- Provision of services of experienced and smart staff wearing clean uniform.
- Provision of dry cleaning and laundry services.
- Supervisory staff coming into contact with the guests, should understand Englis Hindi & Local language and senior staff should possess a good knowledge English and Hindi

**U.T. ADMINISTRATION OF DADRA & NAGAR HAVELI,
TOURISM DEPARTMENT,
SILVASSA.**

ANNEXURE "A" (PART B)

Medium Class Accommodation ("B" Category).

Location and building:- The hotel should be located in area suitable for the stay of middle income group tourists.

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

- Attached bath-rooms with running hot and cold water, showers, proper and comfortab sanitary fittings and adequate supply of toilet paper and towels European w/c with j spray and hand spray, wash basin, large mirror, lights, wall fans exhaust fans etc.

- b) Proper lighting and fans.
 - c) 40% of the beds can be in big rooms with 5 to 10 beds.
 - d) Proper furniture and comfortable beds with foam coir mattresses
 - e) General telephone with Intercom connection.
 - f) Call-bell and colour TV (min. 14") in each room.
 - g) Minimum carpet area standards prescribed for bath room/bedroom
- | | | |
|----------------------|-------|------------|
| Single A/C & Non A/C | | 150 Sq.ft. |
| Double A/C & Non A/C | | 200 Sq.ft. |
| Bath rooms | | 40 Sq.ft. |

Service:- The following should be made available:-

- (a) Provision for hygienic washing of utensils, crockery, cutlery and glass- ware.
- (b) Provision 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 and well maintained with pantry.
- (f) Reception counters with telephone facilities and rest rooms for refreshment for ladies and gents separately.
- (g) A/C Bar facilities with spacious neat and clean restaurant to accommodate 200 person and room service.

**U.T. ADMINISTRATION OF DADRA & NAGAR HAVELI,
TOURISM DEPARTMENT,
SILVASSA.**

ANNEXURE "A" (PART C)

Economy Class Accommodation ("C" Category)

Locality and building:- Suitable locality and building to cater to lower income and middle Group tourists:-

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

- (a) The rooms should have capacity ranging from two to eight beds. Furnished with comfortable double/single beds and furniture like chair, table for study and eating standard prescribed for accommodation in one room is 28 sq.ft for each single bed.
- (b) There must be common sanitary fitted lavatories and bath rooms fitted with running hot and cold water, separately for ladies and gents, one each for 4 beds. Indo/ fan etc.
- (c) Common Telephone & Call bell in each room.
- (d) Rooms should be properly ventilated, furnished and lighted .
- (e) Sufficient Fans should be provided in all rooms and dinning area
- (f) A common but spacious neat and clean restaurant with good tables and chairs

- (g) Minimum carpet area standards prescribed for bath rooms/bed rooms- 40 square feet for each single bed 28 sq.ft for floor accommodation

Service:- The following service should be provided.

- (a) Clean crockery, outlay 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 English & Hindi
- (d) Receptions counter with rest room for refreshment.

**U.T. ADMINISTRATION OF DADRA & NAGAR HAVELI,
TOURISM DEPARTMENT,
SILVASSA.**

ANNEXURE "A" (PART D)

Paying Guest Accommodation ("D" Category)

Locality and building:- Suitable locality and building to cater to middle and lower income group tourists :-

Guests rooms:- The following amenities should be available :-

- (a) The rooms A/C or Non A/C should have capacity ranging from 2 to 6 beds.
- (b) There must be adequate and good quality sanitary fittings like lavatories/bath rooms with running hot and cold water, one each for 4 beds. European w/c with jet spray, wash basin, large mirror and sufficient lighting, fan, exhaust fan.
- (c) Rooms should be properly ventilated, furnished and lighted with intercom facilities.
- (d) Sufficient number of fans should be provided in all rooms.
- (e) Minimum carpet area standards prescribed bedroom- 40 Sq.ft. per bed and bathroom 40 sqft each bath.
- (f) Comfortable single bed/double beds and required furniture like chairs and table.
- (g) Facility for Hygienic Foods to be served to the guest in clean crockery and utensil.

**U.T. ADMINISTRATION OF DADRA & AR HAVELI,
TOURISM DEPARTMENT,
SILVASSA.**

Application Form for Registration as a Dealer

FORM - I

(See rule 3)

To, ..

(The prescribed Authority)

Sir,

I/We request that I/We may be registered as a dealer within the meaning of Goa, Daman and Diu Registration of Tourist Trade Act, 1982 as extended to the U.T. Dadra & Nagar Haveli, for (name of business may be prescribed) in respect of the articles mentioned in the Annexure to this application. The other particulars of my/our business are mentioned below: -

1. Name of the dealer with full address in the tourist area with two Passport size photographs.
2. Name of the business concern.
3. Permanent residential address.
4. Name of the proprietor/proprietors with photo identity proof
5. Name of the Agent/Agents/Employee(s)/Responsible person in case of breach of license condition with photo identity proof
6. Nature of business.
7. Date of establishment of the business concern with memorandum of article if any
8. Date of submission of the application.
9. Tourist area in which the applicant is desirous to carry on the business.
10. Whether the applicant is a permanent resident of U.T. of Dadra & Nagar Haveli.
11. Any other business, which the applicant is carrying on in any tourist area in the Union Territory of Dadra & Nagar Haveli or outside the Union Territory.
12. Detail of other license/registration obtained by the applicant to carryout the business.
13. Proof for Financial soundness.
14. Pan Number

Place:-

(Signature of the Applicant)

Date:-

Note: -

1. The dealer should append an annexure indicating therein the articles regarding which he wants to be registered.
2. The application should be supported by documentary proof a certificate verifying the above particulars from the Municipal Council/Village Panchayat.

U.T. ADMINISTRATION OF DADRA & NAGAR HAVELI,
TOURISM DEPARTMENT,
SILVASSA.

Application Form for Registration of a Hotel-Keeper.

FORM II
(See rule 3)

The prescribed Authority)

r,
We request that I/we may be registered as a hotel keeper and my/our hotel known as (...) situated at ... may be registered under the Goa, Daman and Diu Registration of Tourist Trade Act, 1982 as extended to the U.T of Dadra & Nagar Haveli. The other particulars of the hotel are as under:-

1. Name of the person with full address intending to operate a hotel or is already operating a hotel with passport size two photographs.
2. Name of hotel

3. Name of the tourist area where the hotel is to be run or is being run.
4. Name of the proprietor/proprietors with full residential address and photo identity proof.
5. Name of the Manager with full permanent address and photo identity proof.
6. Name of the agent/agents/employee/employees with permanent address and photo identity proof.
7. Whether the applicant is a permanent resident of the Union Territory of Dadra & Nagar Haveli.
8. Any other business, which the applicant is carrying on in any tourist area in the Union Territory or outside the Union Territory.
9. Whether the building wherein the hotel is operated is owned by the applicant or is rented out or leased.
10. In case of a leased building the period of lease to be mentioned with specific details..
11. Detail of other license/registration obtained by the applicant to carry out the business.
12. Proof of financial soundness
13. Pan Number.

Place:

Date:

(Signature of the Applicant)

NOTE: - The hotel-keeper should produce the prescribed registers at the time of presenting this application for approval and affixing official seal.

From:

Address:

Dated:

**U.T. ADMINISTRATION OF DADRA & NAGAR HAVELI,
TOURISM DEPARTMENT,
SILVASSA.**

Application Form for Registration of Travel Agent

**FORM III
(See rule 3)**

To,

(The prescribed Authority)

Sir,

I/We request that I/We may be registered as a travel agent/ excursion agent within the meaning of Goa, Daman and Diu Registration of Tourist Trade Act, 1982 as extended to U.T. of Dadra & Nagar Haveli forarea.

The particulars required for the purpose are given herein below:

1. Name of the firm and its registered address.
2. Year when the firm was established.
3. Whether the firm is a proprietary/partnership/private or Public Limited concern.
4. Month and date when the firm was registered.
5. Capital standing in Bank
6. Names of Director/Directors/Partner(s)/ Responsible person in case of breach of condition etc. with Passport size photographs and permanent address.
7. Details of interest, if any, in other business of the Director(s), Partners (s) etc.
8. Names of Bankers (attach reference from the Bank)
9. Names of Auditors (A balance sheet and profit and loss statement pertaining to the travel business, as prescribed under 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 arrangement.
12. (i) Volume of tourist traffic handled upto the date of application showing foreign and internal tourist traffic separately.
(ii) Clientele, any special tourist parties, their size, frequency of visits etc.
(iii) Amenities arranged for foreign tourists.
(iv) Steps taken to promote home tourists traffic and details of the parties handled, if any.
(v) Promotion/Publicity activities, undertaken (with documentary proof).
13. Branches of the firm in the country, the staff employed at the head quarters and branches.
14. Particulars of foreign firms, if any, with the details of tourist traffic business connections.
15. Name of the guide approved by any Tourism Authority including Director of Tourism U.T. of Dadra & Nagar Haveli having been employed with their address.
16. Registration Number and date of Airlines/Carriers (with certified copy attached):
17. Pan Number
18. Detail of other license/registration obtained by the firm to carryout business.
19. Proof of Financial Soundness.

Yours Faithfully,

Signatures of the Director(S)
Partner (s) etc.

Place:-

Date:-

U.T. ADMINISTRATION OF DADRA & NAGAR HAVELI,

**TOURISM DEPARTMENT,
SILVASSA.**

FORM IV

(See Rule 3)

Certificate of Registration of "Dealer"

This is to certify that.....son of.....resident of....Dealer in has/have been registered under the Goa, Daman and Diu Registration of Tourist Trade Act, 1982 as extended by U.T. of Dadra & Nagar Haveli to carry on the business as a dealer in the following notified articles in.....area/areas in accordance to the Tourist Trade Rule.2011.

The certificate is valid upto.....

Names of the notified articles.

1.
2.
3.
4.
5.
6.

Place :-

Date:-

(
Prescribed Authority

ENDORSEMENT

This registration is hereby renewed upto

Place:-

Date :-

(
Prescribed Authority

**U.T. ADMINISTRATION OF DADRA & NAGAR HAVELI,
TOURISM DEPARTMENT,
SILVASSA.**

FORM V

(See Rule 3)

Certificate of Registration of "Hotel"

This is to certify that.....son of.....resident of.....has/ have been registered under the Goa, Daman and Diu Registrations of Tourist Trade Act, 1982 as extended to the U.T. of Dadra & Nagar Haveli to operate the said hotel/hotels.....

Name of the Hotel

area where the hotel is operated.

This certificate is valid upto...

Place:

Date:

()
Prescribed Authority

ENDORSEMENT

This registration is hereby renewed upto

Place:

Date:

()
Prescribed Authority

**U.T. ADMINISTRATION OF DADRA & NAGAR HAVELI,
TOURISM DEPARTMENT,
SILVASSA.**

**FORM VI
(See Rule 3 and 14)**

Certificate of Registration of "Travel Agent" or "Excursion Agent" or "Tourist boat and launches", "Tourist Taxis", "Tents & Tent Equipment Dealer", "Camping Agency", "Porter".

This is to certify that.... Son of.... Resident of.... has/have been registered under the Goa, Daman and Diu Registration of Tourist Trade Act, 1982 (Act 10 of 1982) as extended to the U.T. of Dadra & Nagar Haveli, to carry on the business of Travel Agent/Excursion Agent/Tourist Boat & Launches/Tourist Taxi/Tents and tent equipment dealer/Camping Agency/Porter/Tourist Guides in the U.T. of Dadra & Nagar Haveli.

This Certificate is valid upto

Place :-

Date :-

()
Prescribed Authority

ENDORSEMENT

This registration is hereby renewed upto

Place:

Date:

()
Prescribed Authority

U.T. ADMINISTRATION OF DADRA & NAGAR HAVELI,
TOURISM DEPARTMENT,
SILVASSA.

FORM - VII

(See rule 4)

Notice under rule 4 of the Dadra and Nagar Haveli Registration of Tourist Trade Rules, 2011.

Shri...

Son of ...

Resident of ...

Registration No....

To,

Whereas it has come to the notice of the undersigned that,

1. You have ceased to be dealer within the meaning of the Goa, Damian and Diu Registration of Tourist Trade Act, 1982 as extended to the U.T. of Dadra & Nagar Haveli and the rules framed thereunder.
2. You have been convicted of an offence of.....under section.....Chapters XIV and XVI of the Indian Penal Code 1860 vide order dated ... passed by the Court...
3. You have been convicted of an offence of..... under section.....of the.....Act vide order dated.....passed by the Court.
4. You have been convicted under section of the Goa, Daman and Diu Registration of Tourist Trade Act, 1982 as extended to the U.T. of Dadra & Nagar Haveli and rules framed thereunder for and offence of.....vide order dated.... of the Court.....
5. You have been declared an insolvent by the Court vide order dated..... and have not been discharged.
6. The following complaints of malpractice have been received against you.

And whereas your name is liable to be removed from the register under section 6 of the Goa, Daman and Diu Registration of tourist Trade Act, 1982 as extended to the U.T. of Dadra & Nagar Haveli.

Now, therefore, notice is hereby given to you to show cause within fifteen days from the date of its receipt as to why your name should not be removed from the register and certificate cancelled on the ground specified above. If no reply is received within the said period, it will be assumed that the grounds mentioned in the notice are correct and on such assumption, an order shall be passed by me removing your name from the register and the certificate shall stand cancelled.

Place:

Date:

()

Prescribed Authority

(Indicate in detail only the ground which is applicable at the time of issue of the notice).

**U.T. ADMINISTRATION OF DADRA & NAGAR HAVELI,
TOURISM DEPARTMENT,
SILVASSA.**

FORM VIII.

(See rule 7)

**Notice under rule 4 of the Dadra & Nagar Haveli Registration of Tourist Trade
Rules, 2011.**

ri...
n of ...
sident of ...
gistration No...

hereas it has come to the notice of the undersigned that:

You have ceased to operate the hotel within the meaning of the Goa, Daman and Diu Registration of Tourist Trade Act, 1982 as extended to the U.T. of Dadra & Nagar Haveli and the rules framed thereunder.

You have been convicted of an offence of... under section ... Chapters XIV and XVI of the Indian Penal Code 1860 vide order dated ... passed by the Court...

You have been convicted of an offence of..... under section ... of the ... Act vide order dated ... passed by the Court.

You have been convicted under section of ... of the Goa, Daman and Diu Registration of Tourist Trade Act, 1982 as extended to the U.T. of Dadra & Nagar Haveli and rules framed thereunder for and offence of ... vide order dated... of the Court...

You have been declared an insolvent by the Court vide order dated of the court and have not been discharged.

The following complaints of malpractice have been received against you.

And whereas your name is liable to be removed from the register under section 6 of the Goa, Daman and Diu Registration of Tourist Trade Act, 1982 as extended to the U.T. of Dadra & Nagar Haveli.

Now, therefore, notice is hereby given to you to show cause within fifteen days from the date of its receipt as to why your name should not be removed from the register and certificate cancelled on the ground specified above. If no reply is received within the said period, it will be assumed that the grounds mentioned in the notice are correct and on such assumption, an order shall be passed by me removing your name from the register and the certificate shall stand cancelled.

Place:

Date:

Prescribed Authority

(Indicate in detail only the ground which
is applicable at the time of issue of the notice).

U.T. ADMINISTRATION OF DADRA & NAGAR HAVELI,
TOURISM DEPARTMENT,
SILVASSA.

FORM IX
(See rule 7)

Notice under rule 4 of the Dadra & Nagar Haveli Registration of Tourist Trade
Rules, 2011.

To,
Shri...
Son of ...
Resident of ...
Registration No....

Whereas it has come to the notice of the undersigned that:

- (i) You have ceased to act as a Travel Agent within the meaning of the Goa, Daman and Diu Registration of Tourist Trade Act, 1982 as extended to the U.T. of Dadra & Nagar Haveli and the rules framed thereunder.
- (ii) You have been convicted of an offence of..... under section Chapters XIV and XVI of the Indian Penal Code 1860 vide order dated ... passed by the Court...
- (iii) You have been convicted of an offence of under section of the Act vide order dated passed by the Court.
- (iv) You have been convicted under section of the Goa, Daman and Diu Registration of Tourist Trade Act, 1982 as extended to the U.T. of Dadra & Nagar Haveli and rules framed thereunder for an offence of vide order dated of the Court
- (v) You have been declared an insolvent by the Court vide order dated of the court.....and have not been discharged.
- (vi) The following complaints of malpractice have been received against you:

And whereas your name is liable to be removed from the register under section 6 of the Goa, Daman and Diu Registration of tourist Trade Act, 1982 as extended to the U.T. of Dadra & Nagar Haveli.

Now, therefore, notice is hereby given to you to show cause within fifteen days from the date of its receipt as to why your name should not be removed from the register and certificate cancelled on the ground specified above. If no reply is received within the said period, it will be assumed that the grounds mentioned in the notice are correct and on such assumption, an order shall be passed by me removing your name from the register and the certificate shall stand cancelled.

Place:
Date:

(
Prescribed Authority
(Indicate in detail only the ground which
is applicable at the time of issue of the notice).

**U.T. ADMINISTRATION OF DADRA & NAGAR HAVELI,
TOURISM DEPARTMENT,
SILVASSA.**

**FORM X
(Register/Order Book For Dealers)
(See rule 7)**

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.
1.	2.	3.
Permanent address of the person placing order	Present address in the Union Territory	Date by which the goods are to be dispatched
4.	5.	6.
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.
7.	8.	9.
Brief record 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.	
10	11	

**U.T. ADMINISTRATION OF DADRA & NAGAR HAVELI,
TOURISM DEPARTMENT,
SILVASSA.**

FORM XI

**(Tourist Register)
(See rule 10)**

Sr. No.	Name of the tourist	Full Residential address	Passport No. Date of Issue and Expiry Country and the origin in case of foreigners.
(1)	(2)	(3)	(4)
No. of Guests accommodated and number of rooms occupied	Date of arrival and time	Date of departure and time	
(5)	(6)	(7)	
Accommodation charges per day	Period of stay	Signature of Guest during arrival	Total amount charged on accommodation
(8)	(9)	(10)	(11)
Charges paid in Foreign/Indian/Currency	Bill/Receipt No. and Cash Memo with date	Amount of Luxury Tax collected	Signature of Receptionist/ Manager on duty
(12)	(13)	(14)	(15)
Particulars of the encashment certificate with date	Signature of the Guest during departure.	Remarks	
(16)	(17)	(18)	

**U.T. ADMINISTRATION OF DADRA & NAGAR HAVELI,
TOURISM DEPARTMENT,
SILVASSA.**

FORM XII

**Application for Duplicate Certificate.
(See rule 12)**

From :
Address:
Date :

To,

Sir,

I / We submit that my our Registration Certificate issued under No ... dated... has been lost/damaged/destroyed, I, therefore, request that duplicate certificate may kindly be issued in my favour. The other particulars of my business are as under :-

Place:
Date:

(
Signature of Applicant
With seal

**U.T. ADMINISTRATION OF DADRA & NAGAR HAVELI,
TOURISM DEPARTMENT,
SILVASSA.**

FORM XIII

**Application for Reservation and Allotment of Mooring Sites.
(See rule 13)**

I / We request that I / We may be allotted one mooring site/ghat in ... area for mooring my /out boat as required within the meaning of Goa, Daman and Diu Registration of Tourist Trade Act, 1982 as extended to the U.T. of Dadra & Nagar Haveli. Necessary particulars in this regards are mentioned below :-

- 1) Name of the owner with 2 passport size photographs
- 2) Name of the boat

- 3) Present Address
- 4) Period for which the boat is intended to be moored.
- 5) Name of the tourist, if any, occupying the boat at the time of applying.
- 6) PAN Number
- 7) Any other license obtained to operate the business

Place:

Date:

(
Signature of the Applicant
Name of the Applicant

**U.T. ADMINISTRATION OF DADRA & NAGAR HAVELI,
TOURISM DEPARTMENT,
SILVASSA.**

FORM XIV

**Application for Registration of persons carrying on business of plying boats etc.
(see rule 14)**

To,
(The prescribed Authority,)

I/We request that I/We, may be registered as a Tourist Boat/Launch Owner/Tourist Taxi Operator/Tent equipment Dealer/ Camping Agent/Porter, within the meaning of the Goa, Daman and Diu Registration of Tourism Trade Act, 1982 (Act 10 of 1982) as extended to the U.T. of Dadra & Nagar Haveli, for the year The other particulars of the trade are as under :-

- 1) Name of the person with full address intending to operate or is already operating as.
- 2) Name of the tourist area where the business is to be conducted.
- 3) Name of the proprietor with two passport size photographs
- 4) Whether the applicant is a permanent resident of U. T. of Dadra & Nagar Haveli.
- 5) Whether the applicant has necessary licence/permit to ply tourist taxi or tourist boat/ launch. If so, documentary evidence be produced.
- 6) Whether the applicant has life saving equipments (in case of motor-launches).
- 7) Whether the applicant has undergone a guide training course conducted by the Government of India Tourist Office/ U.T. of Dadra & Nagar Haveli, Tourism Department. If so, documentary evidence and two passport size photographs be produced. 8) PAN No.
- 9) Any other license registration certificate obtained by the applicant.

Place:

Date:

(
Signature of the Applicant
Name of the Applicant

U.T. ADMINISTRATION OF DADRA & NAGAR HAVELI,
TOURISM DEPARTMENT
SILVASSA

NOTIFICATION

Dated : 19-05-2011

DNH/TOUR/A/30/Vol. II/183

In exercise of the powers conferred by clause (j) of section 2 of the Goa, Daman and Diu Registration of Tourist Trade Act, 1982 (Act No. 10 of 1982) as extended to the U.T. of Dadra & Nagar Haveli. The Administrator of Dadra & Nagar Haveli hereby notifies the Director of Tourism, Administration of Dadra & Nagar Haveli as the prescribed authority for all the provisions of the said Act for the whole of the Union Territory of Dadra & Nagar Haveli from the date on which the said rules shall come into force.

By order and in the name of the Administrator
U.T. of Daman, Diu and Dadra & Nagar Haveli.

Deputy Secretary (Tourism)
Dadra & Nagar Haveli
Silvassa

U.T. ADMINISTRATION OF DADRA & NAGAR HAVELI,
TOURISM DEPARTMENT
SILVASSA

NOTIFICATION

Dated : 19-05-2011

DNH/TOUR/A/30/Vol. II/183

In exercise of powers conferred by section (1) of section 20 and section 21 of the Goa, Daman and Diu Registration of Tourist Trade Act, 1982 (Act No. 10 of 1982) as extended to the U.T. of Dadra & Nagar Haveli. The Administrator of Dadra & Nagar Haveli appoints the Finance Secretary of Dadra & Nagar Haveli as the Appellate Authority, and the Development Commissioner of Dadra & Nagar Haveli as the Revisional Authority for the purpose of the said Act from the date on which the said rules shall come into force.

By order and in the name of the Administrator
U.T. of Daman, Diu and Dadra & Nagar Haveli.

Deputy Secretary (Tourism)
Dadra & Nagar Haveli
Silvassa

U.T. ADMINISTRATION OF DADRA & NAGAR HAVELI,
TOURISM DEPARTMENT
SILVASSA

NOTIFICATION

DNH/TOUR/A/30/Vol. II/183

Dated : 19-05-2011

In Exercise of the powers conferred by sub-rule (2) of rule 1 of the Dadra & Nagar Haveli Registration to Tourist Trade Rules, 2011 (hereinafter called the "Said Rules"), the U.T. Administration of Dadra & Nagar Haveli hereby appoints _____ day of _____ 2011, as the date on which the said Rules shall come into force.

By order and in the name of the Administrator
U.T. of Daman, Diu and Dadra & Nagar Haveli.

Deputy Secretary (Tourism)
Dadra & Nagar Haveli
Silvassa

U.T. ADMINISTRATION OF DADRA & NAGAR HAVELI,
TOURISM DEPARTMENT
SILVASSA

NOTIFICATION

DNH/TOUR/A/30/Vol. II/183

Dated : 19-05-2011

In exercise of the powers conferred by clause (k) of section 2 of the Goa, Daman and Diu Registration of Tourist Trade Act, 1982 (Act No. 10 of 1982) as extended to the U.T. of Dadra & Nagar Haveli. Administrator of Dadra & Nagar Haveli hereby notifies the whole of the Union Territory of Dadra & Nagar Haveli, to be a tourist area for the purpose of said Act from the date on which the said rules shall come into force.

By order and in the name of the Administrator
U.T. of Daman, Diu and Dadra & Nagar Haveli.

Deputy Secretary (Tourism)
Dadra & Nagar Haveli
Silvassa

U.T. ADMINISTRATION OF DADRA & NAGAR HAVELI,
TOURISM DEPARTMENT
SILVASSA

NOTIFICATION

NH/TOUR/A/30/Vol. II/183

Dated : 19-05-2011

In exercise of the powers conferred by Rule 42 (2) (g) of Goa, Daman and Nagar Haveli, The Administrator of Dadra and Nagar Haveli hereby notifies that the name and addresses of the persons and the Hotels removed from the register or to whom the registration has been issued shall be published in the Govt. Gazette of Dadra and Nagar Haveli.

By order and in the name of the Administrator
U.T. of Daman, Diu and Dadra & Nagar Haveli.

Deputy Secretary (Tourism)
Dadra & Nagar Haveli
Silvassa

U.T. ADMINISTRATION OF DADRA & NAGAR HAVELI,
TOURISM DEPARTMENT
SILVASSA

NOTIFICATION

NH/TOUR/A/30/Vol. II/183

Dated : 19-05-2011

WHEREAS The Central Government in exercise of the powers conferred by section 10 of the Dadra and Nagar Haveli Act 1961 (35 of 1961) has extended to the Union Territory of Dadra and Nagar Haveli the Gazette of India, Extraordinary Part II - Section 3 - Sub Section (i), at New Delhi on Tuesday, November 27th, 2001 The same was published in the Dadra & Nagar Haveli Gazette, Extraordinary, Series I, Vol. No. XVII, Silvassa published by Authority on 11th April 2002. AND WHEREAS as provided and where in excise of the powers conferred by sub section (2) of section 42 of the Goa, Daman and Diu Registration of Tourist Trade Act, 1982 (10-1982) as extended to the Union Territory of Dadra and Nagar Haveli it is necessary to make les for carrying out then purpose of this Act as required by Sub Section (2) of section 42 of e said Act. AND THEREFORE the following draft rules called 'The U.T. of Dadra and Nagar Haveli Registration of Tourist Trade Rules, 2011 are published as under. AND on required under

**U.T. ADMINISTRATION OF DADRA & NAGAR HAVELI,
TOURISM DEPARTMENT
SILVASSA**

NOTIFICATION

DNH/TOUR/A/30/Vol. II/183

Dated : 19-05-2011

In exercise of the powers conferred by clause (h) of section 2 of the Goa, Daman and Diu Registration of Tourist Trade Act, 1982 (Act No. 10 of 1982) as extended to the U.T. of Dadra & Nagar Haveli. Administrator of Dadra & Nagar Haveli hereby notifies the handicrafts and curios to be the notified articles for the purposes of the said Act from the date on which the said rules shall come into force.

By order and in the name of the Administrator
U.T. of Daman, Diu and Dadra & Nagar Haveli.

Deputy Secretary (Tourism)
Dadra & Nagar Haveli
Silvassa

**U.T. ADMINISTRATION OF DADRA & NAGAR HAVELI,
TOURISM DEPARTMENT
SILVASSA**

NOTIFICATION

DNH/TOUR/A/30/Vol. II/183

Dated : 19-05-2011

In exercise of the powers conferred by clause (h) of section 2 of the Goa, Daman and Diu Registration of Tourist Trade Act, 1982 (Act No. 10 of 1982) as extended to the U.T. of Dadra & Nagar Haveli. Administrator of Dadra & Nagar Haveli hereby notifies only the under mentioned types of handicrafts to be the notified articles for the purpose of the said Act, from the date on which the said rules shall come into force namely:-

- 1) Articles made of Gouard (Dudhi), Coir, Fiber, Shells, Jute, Bamboo, Clay Brass, Bronze and Lacquer.
- 2) Wood Carvings.
- 3) Wall Painting

By order and in the name of the Administrator
U.T. of Daman, Diu and Dadra & Nagar Haveli.

Deputy Secretary (Tourism)
Dadra & Nagar Haveli
Silvassa

**U.T. ADMINISTRATION OF DADRA & NAGAR HAVELI,
TOURISM DEPARTMENT
SILVASSA**

NOTIFICATION

DNH/TOUR/A/30/Vol. II/183

Dated : 19-05-2011

In exercise of the powers conferred by Rule 42 (2) (d) of Goa, Daman and Diu Registration of Tourist Act, 1982 (No.10 of 1982) is extended to the U.T. of Dadra and Nagar Haveli. The Administrator of Dadra and Nagar Haveli hereby notifies that the notices under this Act shall be issued in writing under the signature of officer not below the rank of Deputy Secretary.

By order and in the name of the Administrator
U.T. of Daman, Diu and Dadra & Nagar Haveli.

Deputy Secretary (Tourism)
Dadra & Nagar Haveli
Silvassa

**U.T. ADMINISTRATION OF DADRA & NAGAR HAVELI,
TOURISM DEPARTMENT
SILVASSA**

NOTIFICATION

DNH/TOUR/A/30/Vol. II/183

Dated : 19-05-2011

In exercise of the powers conferred by Rule 42 (2) (h) of Goa, Daman and Diu Registration of Tourist Act, 1982 (No.10 of 1982) is extended to the U.T. of Dadra and Nagar Haveli. The Administration of Dadra and Nagar Haveli hereby notifies that the prescribed authority shall hold the inquiry under this Act in the office of the Director of Tourism.

By order and in the name of the Administrator
U.T. of Daman, Diu and Dadra & Nagar Haveli.

Deputy Secretary (Tourism)
Dadra & Nagar Haveli
Silvassa

**U.T. ADMINISTRATION OF DADRA & NAGAR HAVELI,
TOURISM DEPARTMENT
SILVASSA**

NOTIFICATION

DNH/TOUR/A/30/Vol. II/183

Dated : 19-05-2011

In exercise of the powers conferred by Rule 42 (2) (g) of Goa, Daman and Diu Registration of Tourist Act, 1982 (No.10 of 1982) is extended to the U.T. of Dadra and Nagar Haveli. The Administrator of Dadra and Nagar Haveli hereby notifies that the name and addresses of the persons and the Hotels removed from the register or to whom the registration has been issued shall be published in the Govt. Gazette of Dadra and Nagar Haveli.

By order and in the name of the Administrator
U.T. of Daman, Diu and Dadra & Nagar Haveli.

Deputy Secretary (Tourism)
Dadra & Nagar Haveli
Silvassa

**U.T. ADMINISTRATION OF DADRA & NAGAR HAVELI,
TOURISM DEPARTMENT
SILVASSA**

NOTIFICATION

DNH/TOUR/A/30/Vol. II/183

Dated : 19-05-2011

WHEREAS The Central Government in exercise of the powers conferred by section 10 of the Dadra and Nagar Haveli Act 1961 (35 of 1961) has extended to the Union Territory of Dadra and Nagar Haveli the Goa, Daman and Diu registration of Tourist Trade Act 1982 (10 of 1982) as in force in the State of Goa vide Gazette Notification No. G.S.R. 866 (e) published in the Gazette of India, Extraordinary Part II- Section 3 - Sub Section (i), at New Delhi on Tuesday, November 27th, 2001 The same was published in the Dadra & Nagar Haveli Gazette, Extraordinary, Series I, Vol. No. XVII, Silvassa published by Authority on 11th April 2002.

AND WHEREAS as provided and where in exercise of the powers conferred by sub section (1) of section 42 of the Goa, Daman and Diu Registration of Tourist Trade Act, 1982 (10-1982) as extended to the Union Territory of Dadra and Nagar Haveli it is necessary to make rules for carrying out then purpose of this Act as required by Sub Section (2) of section 42 of the said Act.

AND THEREFORE the following draft rules called 'The U.T. of Dadra and Nagar Haveli Registration of Tourist Trade Rules, 2011 are published as under. AND on required under

sub section (3) of section 42 and section 42 (2) (d) (g) the objections and suggestions are invited from the persons likely to be affected by these rules within a period of 30 days from the date of publication of their rules in the Official Gazette of the Union Territory of Dadra & Nagar Haveli.

By order and in the name of the Administrator
U.T. of Daman, Diu and Dadra & Nagar Haveli.

Deputy Secretary (Tourism)
Dadra & Nagar Haveli
Silvassa