Registration Process – Association

• Visit www.sltda.gov.lk and Click "REGISTER WITH SLTDA". 1 • Click 'Register With Us' link and submit your application under 'Association'. • Get your User Login and application will be confirmed by SLTDA. Online Application • Submit the documents as per List 1. 2 • Once the documents are acknowledged, hard copies of document (Need true copies certified by an Attorney at law or Justice of Peace) to be couriered or hand delivered Documents submission • Pay your Registration fee as per Registration Fee Structure 1 by online (Option 1 -Pay at Bank and submit the slip to online portal. **Option 2** - pay by your credit card) **Payment Details** • Once the payment is validated, documents will be verified and license certificate

- Registration & License
- will be ready
- You will be informed to collect the license certificate & registration certificate

Association – Registration

Required Documents:

S/N	Required Documents
1	Certificate of Registration
2	Minutes of the 1 st meeting or the recent meeting
3	Copy of the constitution or mandate of the association
4	Details information sheet as per "Format for Detailed Information Requirements"

Registration Fee Structure 1:

Category (Association)	Registration Rs.
Less than 30 members	589.74
30 & More than 30 members	1,179.49

Renewal Process – Association

•Visit www.sltda.gov.lk and Click "REGISTER WITH SLTDA". •Click 'Login' link and login using your user name and password. Online Application • Submit the documents as per List 2. • Once the documents are acknowledged, hard copies of documents (Certified true **Documents** copies by an Attorney at law or Justice of Peace) to be couriered or hand delivered. Submission • Pay your renewal fee as per Renewal Fee Structure 2 by online (Option 1 - Pay at Bank and submit the slip to online portal. Option 2 – Pay by your credit card). Payment • Process & Procedure (https://www.sltda.gov.lk/en/tourism-development-levy). • Contact TDL Department for more details about TDL Clearance. • Contact No - 112426989 / 112426987 / 112426800 TDL Clearance • Extensions - 271, 287, 288, 291, 293, 350 • Submit the occupancy & tarrif details from online login. Occupancy

• Issue Renewal License.

Renewal License

Association – Renewal

Required Documents:

S/N	Required Documents
1	Association member list for the relevant year
2	Minutes of the recent meeting

Renewal Fee Structure 2:

Category (Association)	Renewal Fee Rs.
Less than 30 members	1,179.49
30 & More than 30 members	2,358.97