Registration Process – CAMPING SITE

1

Online Application

- Visit www.sltda.gov.lk and Click "REGISTER WITH SLTDA".
- Click 'Register With Us' link and submit your application under 'Camping Site'.
- Get your User Login and application will be confirmed by SLTDA.
- Submit the documents as per List 1.

2

Documents & Images Submission

- 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.
- Upload images for provisional registration.

3

Provisional Registration

- Pay your provisional registration fee of of Rs.11, by online (Option 1 Pay at Bank and submit the slip to online portal. Option 2 - Pay by your credit card) after images approval by SLTDA.
- Issue 06 months Provisional Registration.

1

Formal Registration & License

- · Conducting physical Inspections.
- Pay formal registration fee as per **Registration Fee Structure 1** after inspections recommendation.
- Issue Formal Registration License.

Camping Site – Registration

Required Documents:

S/N	Required Documents
1	Application Form For Degistration (Cortificated Conv.)
1	Application Form For Registration (Certificated Copy)
2	Business Registration (Certificated Copy)
3	Insurance policy covering public liability (Certificated Copy)
4	Fine Contificate (Contificated Cons.)
4	Fire Certificate (Certificated Copy)
•	Deed or Lease Agreement or consent letter (Optional) <u>View</u>
•	Trade License or consent letter (Optional) <u>View</u>

Registration Fee Structure 1:

Category	Inspection Rs.	Registration Rs.	Total payment Rs.
Camping Site (Up to 10)	11,794.87	29,487.18	41,282.05

Renewal Process – CAMPING SITE

•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 document (Certified true copies by an Attorney at law or Justice of Peace) to be couriered or hand **Documents** 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

Camping Site – Renewal

Required Documents:

S/N	Required Documents
1	Copy Of The License Of The Previous Year
2	Renewed Insurance policy covering public liability (Certificated Copy)
3	Renewed Fire Certificate (Certificated Copy)
•	Trade License or consent letter (Optional) <u>View</u>
•	Lease Agreement (If Expired) (Optional) View

Renewal Fee Structure 2:

Category	Renewal Fee Rs.
Camping Site (Up to 10)	23,589.74
Camping Site (Per unit more than 10)	5,897.44

Please note that considering the impact to the Tourism Industry by pandemic of COVID-19, the renewal fee has been waived off for the years 2021 & 2022.