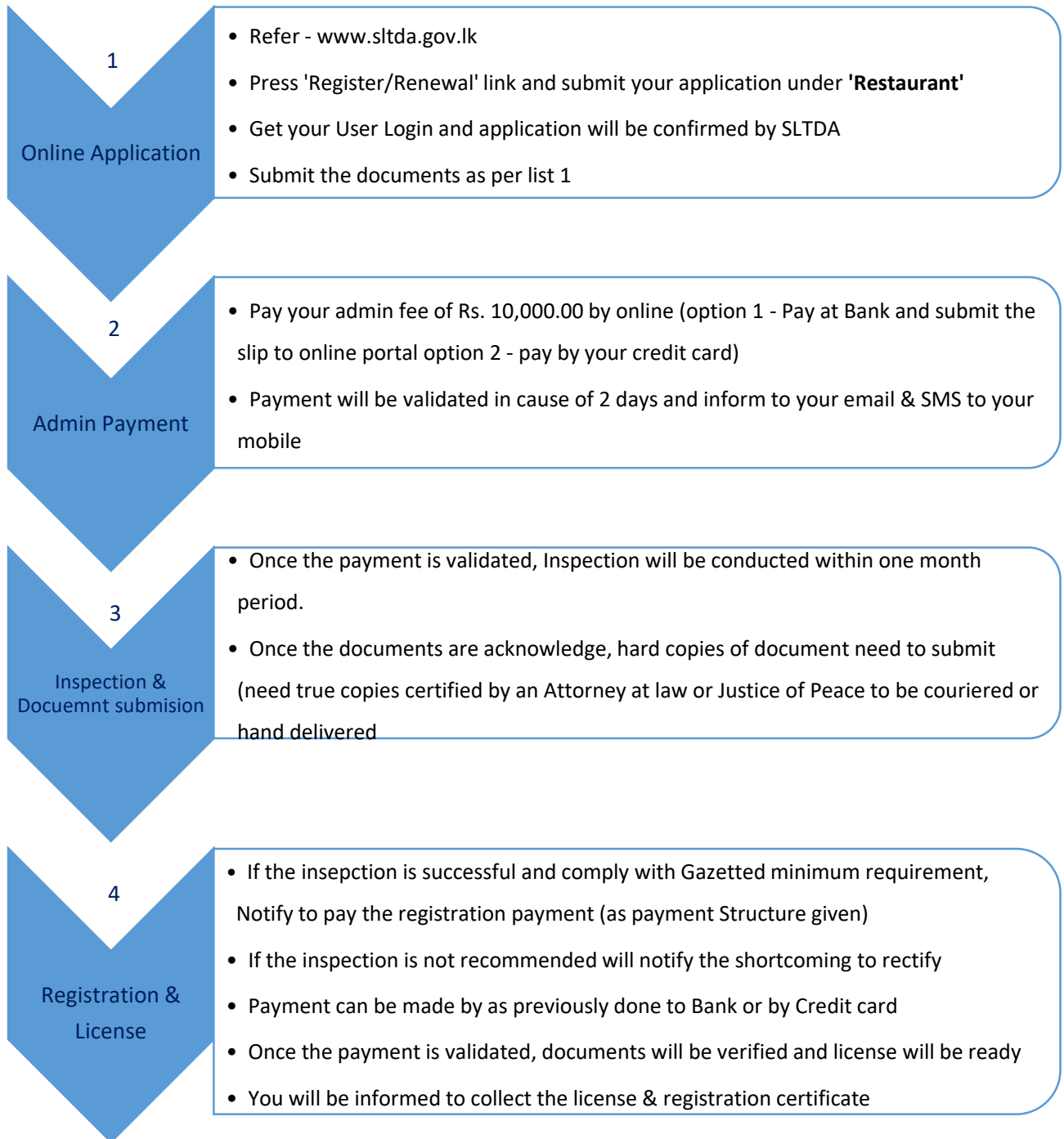


## Registration/Renewal – Restaurant

### Process



Name change/Ownership Change – Rs.2,000/

## Restaurant – Registration

### Required Documents:

S/N	Required Documents (09)
1	Business Registration
2	Form 1 or 48/20 (If the Business Reregistered as a limited liability company)
3	Trade License or consent letter from the Local Authority <a href="#">View</a>
4	Approved Building Plan or consent letter from the Urban Development Authority <a href="#">View</a>
5	Deed or Lease Agreement or consent letter from the Divisional Secretariat or land-owning authority <a href="#">View</a>
6	Insurance Policy covering Public Liability
7	Certificate of Fire Protection
8	Board Resolution for Trade Name (If the Business Registered as limited liability Company) (if any)
9	Certificate for Fire Equipment adequate and Staff Training on same

Note: Submit the documents as 'True Copy' ascertained by Attorney at law or Justice of Peace

### Fee - Registration

Category	1 <sup>st</sup> payment Inspection Rs.	2 <sup>nd</sup> payment Registration Rs.	Total payment Rs.
Speciality	10,000.00	33,000.00	43,000.00
Others	10,000.00	18,000.00	28,000.00

## Restaurant –Renewal

### Required Documents:

S/N	Required Documents(7)
1	Application form for renewal
2	Trade License or consent letter from the Local Authority <a href="#">View</a>
3	Insurance Policy covering Public Liability
4	Certificate of Fire Protection
5	Deed or Lease Agreement or consent letter from the Divisional Secretariat or land-owning authority <a href="#">View</a> (If Expired)
6	Form 1 or 48/20 (If the Business Reregistered as a limited liability company) (If not given earlier)
7	Board Resolution for Trade Name (If the Business Registered as limited liability Company) (if not given earlier)

Note: Submit the documents as 'True Copy' ascertained by Attorney at law or Justice of Peace

### Renewal Fee:

Category	Renewal FeeRs.
Speciality	19,000.00
Others	16,000.00

**Please note that considering the impact to the Tourism Industry by pandemic of COVID-19, the renewal fee has been waived off as follows;**

1. Waived renewal fee for year 2021 those who have paid renewal fee for the year 2020
2. Waived renewal fee for the year 2020 those who have not renewed for the year 2020.
3. This is only valid for registered establishment or services who have renewed their license until at least the year 2019.
4. Establishment or services that have not renewed their license for over a year can avail of the relief measure by paying the previous years' fees.