

Sri Lanka Tourism Development Authority Application for Changing Email Address in Online Tourism Business Licensing Service (OTBLS) Login

(Please fill in block capitals)

Sri Lanka Tourism Development Authority

I / We wish to change the email/username in the Online Tourism Business Licensing Service login as per the below information.

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Name of the business														
	L													
Registration Type Ex:(Guest House etc)														
SLTDA Registration No Ex:(TDL No.)														
Telephone No														
E-mail														
<u>Ownership Details</u>														
Name														
E-mail														
Mobile														
Authorized Contact Det	<u>ails</u>													
Name														
											+	+		
				<u> </u>	1	1	I	1	1	I		 	 I	

Email

(This will be used for accessing the system and to send email alerts)

Mobile No

(This number will be used to send SMS alerts)

[I / We hereby confirm that the information given above are true and correct. I / we further confirm that I / We have read and understood the terms and conditions governing Online Tourism Business Licensing Services as detailed overleaf. I / We hereby agree to abide by them and to subsequent amendments, variations or charges there to which may at any time be made by SLTDA]

Date

••••••

Proprietor/Shareholder/Company Director (The signature should be available with SLTDA to verify)

Terms and Conditions

These terms and conditions regulate the relationship between Sri Lanka Tourism Development Authority (the owner of the service, hereafter referred to as the "SLTDA") and the subscribing license holder (hereafter referred to as the "User")

- The User agrees to act so that the Online Tourism Business Licensing Services are not used in contravention of the terms & conditions of this agreement or applicable law.
- The user confirms has the authority to act behalf of the licensee if the user is not the owner of business.
- The User agrees not to reveal usernames and passwords to unauthorized persons and not to store documents containing information with username and password in such a way that unauthorized persons can access them.
- The User agrees to contact the SLTDA if it is suspected that unauthorized persons have gained knowledge of The User's username and password.
- The material that has been sent to the Online Tourism Business Licensing Services will be stored within the system.
- The user shall act in good faith and exercise all diligence in maintaining the confidentiality and security of his/her login ID and password.
- If the user notices or suspects that his/her login ID and / or password(s) have been lost, stolen or are being used by an unauthorized party, the user shall immediately change the passwords, and notify the SLTDA.
- The user may change his/her assigned password(s) at any time either via the online service or by submitting a request for password reset Form to the SLTDA.
- A convenience fee of 2.5% per transaction will be charged from the user for credit/debit card payments (i.e. if the transaction fee is Rs.10,000, an additional fee of Rs.250 should be paid as the convenience fee). Sri Lanka Tourism Development (SLTDA) reserves the right to change the fees as per government direction.
- A refund that will be made due to service not delivered/cancelled, will be made to original credit/debit card or device.
- All payment related information will be collect and kept with the relevant banks while the rest of the user information that had been collected here is the use of Lanka Gate
- All fee in equated are in Sri Lankan Rupees.
- If the information in the "Authorized Contact Details" of this form changes, the tourism business agrees to inform SLTDA in written as early as possible.

FOR SLTDA USE ONLY

Signature verified and operating instructions complied with the mandate.

Rubber stamp and authorized signature