**Tour Operator Registration Form**

1. Name of the tour company: ……………………………………………………………
2. License holder (Name) …………………………………………………………………
3. License holder (CID No) ………………………………………………………………
4. Business license No #: …………………………………………………………………

(Attached valid license copy)

1. Contact details:
   1. Mobile #: …………………..
   2. Office Location: ………………….
   3. Email: ……………………………………………………………………………
2. Website URL:

……………………………………………………………………………………

1. Employee Details *(list all regular employees including office staff, guides and drivers)*:

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** | **CID** | **Designation** | **Employed since** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

*(Please add fields, if required)*

*(Agent Letter head)*

*[Letter number]* *[Date]*

**Undertaking Letter**

The Director General

Department of Tourism (DOT)

Thimphu

Dear Sir,

I/We would like to submit the checklist and undertaking letter for the registration of the *[Name of the tour company*] with reference to the Notification no. TCB/Transformation-01/2022 dated 26th July, 2022

In submitting the above documents, I/we agree to the following:

1. That the information submitted is true and correct to the best of my/our knowledge and belief.
2. That the Department of Tourism shall have the right to seek for additional information, photographic evidence and documents, and to conduct physical verification.
3. That in the event of any discrepancies, the decision of DOT shall be final and binding.
4. If any information is found to be false or fabricated, the tour operator will not be eligible for registration and certification thereof for the next six months.
5. Agree that I/we may also be charged as per the Penal Code of Bhutan or relevant laws if found to have provided or submitted false information/document.

[Affix Legal Stamp]

Signature

Name:

Designation:

Date: