



**Sri Lanka Tourist Board**  
**APPLICATION FOR RENEWAL OF LICENCE OF**  
**TRAVEL AGENTS**  
Travel Agents Code-1973

Form 2

Reg.No.

1.Name of Travel Agent

2.Business Address

3.Telephone No

4.Fax No

5.E-mail

6.Web Address

7.Date of Commencement of Business

7.1 Licence No

7.2 Date of Expiry

8.Whether a Company, Partnership or Proprietorship

9.Change in Composition of Travel Agency from previous year (Change of Directorate, Partnership , Share Holdings Capital contribution etc.)

10.Percentage or shares held by non-nationals give details

11.Are the activities of the Agency confined solely to that of a Travel Agent

12. Amount of guarantee furnished and date of expiry

13.Change of Office Premises, if any (give Details )

14.Details of Staff ( in separate form)

15.Name of Bank Current A/C No

16.Foreign Exchange acceptance En-cashment No.

17.Income Tax / S.T.T. last gtr. For which Payment has been made and amount ( annex receipts ) or letter of exemption from the Dept. of Inland Revenue.

18.Details Of Vehicles Registered in the Agency (Use Separate Sheet ,If Required)

Reg.No	Make & Model	Seating Capacity	A/C or Not

19.Earnings of Travel Agency during the Financial year immediately preceding the date of Application for renewal of liecnce. ( information should be supported by a duly audited profit & loss account and balance form a firm or recognized Auditors)

Air/Sea Passage Rs.	Accomodation/Meals	Transportation	Other Service
19.1 Earnings from Domestic Tourism		<b>Rs.</b>	
19.2 Foreign Exchange Earnings		<b>Rs.</b>	
19.3 Rupees Earning		<b>Rs.</b>	
Total Turnover		<b>Rs.</b>	

20.Changes in details from previous year ( if any) of Air/Sea passage agencies held by the firm

21.Names & addresses of Foreign Tour Operators, whom you represent in Sri Lanka.

22.Name & address of your Agents abroad ( If any)

23.Details of membership in any national /International travel organizations

24.Name of International Organization for which you hold franchise:

25.Business promotion undertaken During the year under review

26.Brochures/ confidential tariffs to be Annexed:

27.Any other particulars

28.Details of staff (please forward with annexure)

I hereby certify that the information contained herein is correct.

**Date:**

**Name & Signature of  
Proprietor/Designation**