



## **ACCOMMODATION**

### **Renewal Application – Supporting Documentation Required**

1. Title deed/lease agreement/letter of offer or /contract of sale relating to property
2. Work permits and other relevant permits (where applicable).
3. If business enterprise /project is to be established or carried out in a National Park or Game Management area, a heritage site or other protected area, a license or permit by National Parks and Wildlife, National Heritage Conservation Commission and the Forestry.
4. An approved Environmental Impact Assessment/ Environmental Project Brief (where applicable).
5. Tax Clearance Certificate issued under Income Tax Act (Cap. 323).
6. Permits from Local Authorities (Business Levy Permit, Fire Certificate, Health Permit, Food Handlers Certificate, Occupational certificate etc.)
7. Liquor License (where applicable).
8. Public Liability Insurance.
9. Hotel Manager's Registration / Exemption Certificate
10. Structural changes should be stated (where applicable).
11. Submission of Quarterly Returns
12. Applicant should have an active bank account in Zambia
13. Applicant should comply with minimum requirements for Accommodation