



TOUR OPERATION BUSINESS

Renewal Application – Supporting Documentation Required

1. Title deed/lease agreement/letter of offer or /contract of sale relating to property (Established Office Premises).
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. Tax Clearance Certificate issued under Income Tax Act (Cap. 323).
5. Environmental Impact Assessment (where applicable).
6. Vehicle/Vessel Registration Certificate.
7. Comprehensive Insurance Cover.
8. Fitness Certificate.
9. Tours guiding License/Certificate from a recognised Training Institution/Zambia Tourism Agency Guiding Licence/Accreditation.
10. Copies of certificate of a person to be employed as a tour guide.
11. PSV licences for Chauffeurs.
12. Coxswain License (where applicable).
13. Investment Certificate (Where applicable)
14. Communication Facilities in the Vehicle (Radio, Cell Phone).
15. Applicant should have an active bank account in Zambia.
16. Applicant should comply with minimum requirements for Tour operation business.
17. Public Liability Insurance.