

**The Republic of the Union of Myanmar**

**Ministry of Hotels and Tourism**

**(Hotel Business License Order)**

**Order No. 3/2019**

**1380 9th day of the first full moon**

**(March 14, 2019)**

Ministry of Hotels and Tourism Exercising the power conferred under sub-section (b), with the approval of the Central Committee for National Tourism Development, the order on hotel business license was issued as follows:

**Hotel Business License Order**

1. The wording of this order shall have the meaning as stated in the Myanmar Tourism Law. In addition, the following expressions shall have the following meanings:
  - (a) **Hotel** means a building with minimum 20 double bedrooms for visitors and it has provided food and drinks and other services commercially. The term is not included for the accommodation facilities with non-commercial purpose for the religion and social organizations and associations;
  - (b) **Hotel owner** means a person who has obtained a hotel business license and has the right to manage and invest in the hotel business.
  - (c) **Business license** means the license for hotel business issued by the Regional Tourism Committee.
2. When applying for a business license, the following conditions shall be applied:
  - (a) a building either owned or leased which is suitable for use as a hotel;
  - (b) the location and premises of the building shall be suitable for the nature of the work and in a healthy condition.

- (c) the building must be approved to use as a hotel by the relevant local development body.
  - (d) the building must meet the minimum requirements as per attachment:
3. The business license applicant shall apply to the Regional Tourism Committee attached with the following information:
- (a) Application for License;
  - (b) Copy of building permit for construction permit if applied for hotel construction;
  - (c) Recommendation of Nay Pyi Taw Council or Region or State Government;
  - (d) Recommendation of Township General Administration Department;
  - (e) Recommendation of Township Development Committee;
  - (f) Recommendation of township police station;
  - (g) Recommendation of Township Fire Department;
  - (h) Recommendation of Township Health Department;
  - (i) Recommendation of the Department of Environmental Conservation;
  - (j) The recommendation of the ward or village tract administration office that the neighbors agree.
  - (k) Evidence document of the land ownership or lease agreement;
  - (l) Photos of constructed buildings and rooms;
  - (m) 2 copies of passport size color photos taken within 6 months of the applicant;
  - (n) List of staff;
  - (o) Recommendation of the Department of Archeology and National Museum in the case of archeological sites or recommendation of the Department of Forestry in the case of Forests and Environmental Conservation.

4. Upon receipt of the business license application, it shall be examined by a license review panel formed by the Regional Tourism Committee.
5. The Local Tourism Committee shall make the decision within 20 working days from the date of receipt of the completed application and notify the business license applicant.
6. The business license applicant must pay the license fee at the prescribed rate when the license is approved by the Regional Tourism Committee.
7. The service fee shall be paid according to the prescribed rate in the case of changing the hotel (citizen-owned) name, change of hotelier name, change of ownership, increasing or decreasing of the number of bedrooms, re-applying business license when it is damaged or loss or re-applying for a business license due to change of business type;
8. The service fee shall be paid according to the prescribed rate in the case of changing the hotel (foreign-owned or joint venture) name, change of hotelier name, change of ownership, increasing or decreasing of the number of bedrooms or re-applying business license when it is damaged;
9. The renewal of the license shall be applied to the Regional Tourism Committee within 60 days before the expiration date of the license. If the license renewal is applied after the expiry date, it shall pay the prescribed late fee per day.
10. The applicant for a business license renewal must pay the new license renewal fee at the rate set by the local tourism committee.
11. Application for a business license or renewal of the business license must be applied within 30 days from the date of obtaining the approval of the Regional Tourism Committee, and the business license shall be obtained. If it is withdrawn after that period, the prescribed late fee shall be paid per day.

12. Order No. 1/2011 dated 1-9-2011 for the hotel and guest house business license issued by the Ministry of Hotels and Tourism was revoked by this order.

(Sd)

Ohn Maung

Union Minister

Ministry of Hotels and Tourism