

<i>Date received</i>	
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## **Namibia Tourism Board**

### **APPLICATION FOR ADDITIONAL NUMBER OF ROOMS/VEHICLES**

#### **INSTRUCTIONS FOR THE COMPLETION OF THIS FORM**

- a) Complete the form in full and answer all questions.
- b) Write in CAPITAL block letters.
- c) A separate application form must be completed and submitted for each regulated and accommodation business.
- d) A prescribed application fee (in crossed postal orders or cheques made out to the Namibia Tourism Board) must accompany this application. An application not accompanied by the prescribed application fee, relevant documents and which is incomplete will NOT BE PROCESSED.
- e) All information will be treated confidentially as prescribed by the Namibia Tourism Board Act 2000 (Act 21 of 2000).
- f) Submission of this application does not guarantee immediate approval. Final approval will depend on comprehensively completed application form, attachment of all relevant documentation and compliance with the minimum requirements as detailed in the Registration Regulations.
- g) Application form must be submitted to:

**The Chief Executive Officer  
Namibia Tourism Board  
Private Bag 13244  
Windhoek, Namibia  
For Attention: HEAD:ISD**

Receipt number:

NTB registration number:



### 1. DETAILS OF THE APPLICANT

Trading name / Name: \_\_\_\_\_

Date established: \_\_\_\_\_

NTB registration number (if applicable): \_\_\_\_\_

Physical address business: \_\_\_\_\_

(Please specify Street Name and/or Road Number)

Postal address business: \_\_\_\_\_

City / Town: \_\_\_\_\_

Region : \_\_\_\_\_

Telephone number: \_\_\_\_\_ Fax number: \_\_\_\_\_

Mobile number: \_\_\_\_\_

E-mail address: \_\_\_\_\_

Website: \_\_\_\_\_

GPS Co-ordinates: \_\_\_\_\_

### 2. DETAILS OF ADDITIONAL

	SINGLE	DOUBLE/TWIN	FAMILY
Number of bedrooms with communal toilet/shower			
Number of bedrooms with private shower/bath			
Number of en-suite bedrooms			
Number of bedrooms with private bath/toilet & kitchen			
Total number of bedrooms			
Total number of beds(M)			

### 3 . DETAILS OF ADDITIONAL VEHICLES (any one in below list)

Type of Vehicles	With Four-Wheel Drive	Without Four-Wheel Drive	Total
Quad bikes			
Sedan vehicles			
Pick-up /Bakkie			
Bus (11-25 seats)			
Bus (26-50 seats)			
Bus ( 51+ seats)			
Overland truck/bus			

Aircraft			
Boats			
Other			

Place: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of applicant: \_\_\_\_\_

**FOR OFFICE USE ONLY**

	Date	Initials of Data Capturer
Date received		
Date captured		
Date approved / rejected		
Date issued		

**RECOMMENDATION**

Recommended for approval		Rejected	
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**APPLICABLE CONDITIONS:**

\_\_\_\_\_  
SIGNATURE                      RANK                      DATE

**APPROVAL**

Approval granted:                      Yes                       No

**APPLICABLE CONDITIONS:**

\_\_\_\_\_  
SIGNATURE                      RANK                      DATE



