

## Issue Tourism License for Business Events

This service describes the procedures necessary to issue the Tourism License for Business Events with the related requirements, in accordance with Law No. 21 of 2018 on organizing exhibitions in the State of Qatar.

There are different types of business activities as follows:

- General Exhibition
- Specialized Exhibition
- Exhibition with Conference
- Conference
- Official Exhibition

## Conditions

- Applicant must be listed as either owner, partner, or authorized signatory on the commercial registration.
- There may not be another open request of the same type.
- The commercial registration must be valid for at least 1 day on the day of submission.
- The commercial permit must be valid for at least 1 day on the day of submission.
- The commercial activities required must be contained in the commercial registration and commercial permit.
- The establishment ID must be valid for at least 1 day on the day of submission.
- The applicant's identification card must be valid at the time of application.

## Documents Required

- Copy of Commercial Permit or Copy of Commercial Registration
- Copy of Initials approvals.
- Copy of the Event Program.
- Copy of the Event Floor Plan.
- Copy of The Entity's Approval where the event is organized.

## Fees

The fees for issuing a Tourism License for Tourism Facilities are calculated based on the following activities:

- Tourism License for Business Events – General Exhibition is QR 500
- Tourism License for Business Events – Specialized Exhibition is QR 500
- Tourism License for Business Events – Exhibition with Conference is QR 500
- Tourism License for Business Events – Conference – QR 1,000
- Tourism License for Business Events – Official Exhibition is QR 1,000
- Fees are paid after the application is approved.

### Step by step Instructions

- 1- Login to the portal with your NAS credentials
- 2- Go to My Account
- 3- Click on View to choose the organization
- 4- Select the specific service from the list of services (right-hand side)
- 5- Fill in the required data
- 6- Attach the required documents
- 7- Confirm the accuracy of the entered data.
- 8- Submit the Service application

## Postpone Tourism License for Business Events

This service describes the procedures necessary to postpone the Tourism License for Business Events with the related requirements, in accordance with Law No. 21 of 2018 on organizing exhibitions in the State of Qatar.

### Conditions

- Applicant must be listed as either owner, partner, or authorized signatory on the commercial registration.
- There may not be another open request of the same type.
- The commercial registration must be valid for at least 1 day on the day of submission.
- The commercial permit must be valid for at least 1 day on the day of submission.
- The commercial activities required must be contained in the commercial registration and commercial permit.
- The establishment ID must be valid for at least 1 day on the day of submission.
- The applicant's identification card must be valid at the time of application.
- Only one-time delay is allowed
- It is allowed to postpone the event at least three months before its start.

### Documents Required

- Copy of Commercial Permit
- Copy of Commercial Registration

### Fees

- The tourism license information amendment fee is QR500
- Fees are paid after the application is approved

### Step by step Instructions

- 1- Login to the portal with your NAS credentials
- 2- Go to My Account
- 3- Click on View to choose the organization
- 4- Select the specific service from the list of services (right-hand side)
- 5- Fill in the required data
- 6- Attach the required documents
- 7- Confirm the accuracy of the entered data.
- 8- Submit the Service application

## Amend Tourism License Service for Business Events

This service describes the procedures necessary to amend a business events license according to the rules and requirements associated with it, allowing to modify the following types of data:

- Basic information
- Product data
- Site data

### Conditions

- Applicant must be listed as either owner, partner, or authorized signatory on the commercial registration.
- There may not be another open request of the same type.
- The commercial registration must be valid for at least 1 day on the day of submission.
- The commercial permit must be valid for at least 1 day on the day of submission.
- The commercial activities required must be contained in the commercial registration and commercial permit.
- The establishment ID must be valid for at least 1 day on the day of submission.
- The applicant's identification card must be valid at the time of application.

### Documents Required

- Copy of Commercial Permit or Copy of Commercial Registration
- Copy of Initial approvals.
- Copy of the Event Program.
- Copy of the Event Floor Plan.
- Copy of The Entity's Approval where the event is organized.

### Fees

- The tourism license information amendment fee is QR500
- Fees are paid after the application is approved

#### Step by step Instructions

- 1- Login to the portal with your NAS credentials
- 2- Go to My Account
- 3- Click on View to choose the organization
- 4- Select the specific service from the list of services (right-hand side)
- 5- Fill in the required data
- 6- Attach the required documents
- 7- Confirm the accuracy of the entered data.
- 8- Submit the Service application

## Cease Tourism License Service for Business Events

This service describes the procedures necessary to cease (stop) a business events license according to the rules and requirements associated with it.

### Conditions

- Applicant must be listed as either owner, partner, or authorized signatory on the commercial registration.
- There may not be another open request of the same type.
- The commercial registration must be valid for at least 1 day on the day of submission.
- The commercial permit must be valid for at least 1 day on the day of submission.
- The commercial activities required must be contained in the commercial registration and commercial permit.
- The establishment ID must be valid for at least 1 day on the day of submission.
- The applicant's identification card must be valid at the time of application.

### Documents Required

- Copy of Commercial Permit
- Copy of Commercial Registration

### Fees

- The cancellation fee of a tourism license for a Business Event is QR 500
- The fees are paid after the application is approved.

### Step by step Instructions

- 1- Login to the portal with your NAS credentials
- 2- Go to My Account
- 3- Click on View to choose the organization
- 4- Select the specific service from the list of services (right-hand side)
- 5- Fill in the required data
- 6- Attach the required documents
- 7- Confirm the accuracy of the entered data.
- 8- Submit the Service application

## Extend Tourism License for Business Events

This service describes the procedures necessary to extend the Tourism License for Business Events with the related requirements, in accordance with Law No. 21 of 2018 on organizing exhibitions in the State of Qatar.

### Conditions

- Applicant must be listed as either owner, partner, or authorized signatory on the commercial registration.
- There may not be another open request of the same type.
- The commercial registration must be valid for at least 1 day on the day of submission.
- The commercial permit must be valid for at least 1 day on the day of submission.
- The commercial activities required must be contained in the commercial registration and commercial permit.
- The establishment ID must be valid for at least 1 day on the day of submission.
- The applicant's identification card must be valid at the time of application.

### Documents Required

- Copy of Commercial Permit
- Copy of Commercial Registration

### Fees

The extension fee is calculated according to the Business Event type + fee for license information amendment.

- Fee for extending a General Exhibition is QR 500
- Fee for extending a Specialized Exhibition is QR 500
- Fee for extending an Exhibition with Conference is QR 500
- Fee for extending a Conference – QR 1,000
- Fee for extending an Official Exhibition is QR 1,000
- The tourism license information amendment fee is QR500
- Fees are paid after the application is approved.

### Step by step Instructions

- 1- Login to the portal with your NAS credentials
- 2- Go to My Account
- 3- Click on View to choose the organization
- 4- Select the specific service from the list of services (right-hand side)
- 5- Fill in the required data
- 6- Attach the required documents
- 7- Confirm the accuracy of the entered data.
- 8- Submit the Service application