

Issue Tourism License for Tourism Facilities

This service describes the procedures necessary to issue a tourism license for a tourism establishment according to the rules and requirements associated with it.

Tourism establishments include the following types of establishments:

1. Entertainment City
2. Specialized club
3. Mall
4. Tourism Events & Festivals Office
5. Tourism office
6. Tourism Transport Office
7. Tourist Guide Office
8. Time Share Offices

The Tourism License is valid for 5 years.

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.
- Managers' IDs must be valid at the time of application.

Documents Required

- Copy of Curriculum vitae of the General Manager
- Copy of Commercial Permit
- Copy of Commercial Registration
- Copy of title deed of the property or lease of the establishment.
- Copy of Civil Defense Certificate (in case the sub-type is an Entertainment City).
- Copy of Security Systems Certificate (in case the sub-type is an Entertainment City).
- Copy of Operational training certificate (in case the sub-type is an Entertainment City).
- A game safety certificate (in case the sub-type is an Entertainment City).
- Copy of Certificate of electrical connection inspection facility (in case the sub-type is an Entertainment City and temporary)
- Copy of the Games price list (in case the sub-type is an Entertainment City).
- Copy of Establishment ID
- Copy of floor plan (in case the sub-type is an Entertainment City).
- Copy of the Public Liability Insurance policy

Fees

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

- Activity fee – Entertainment City is QR 25,000.
- Activity fees - Specialized club is QR 45,000
- Activity fee - Mall (unspecified)
- Activity fee - Organizing tourist events and festivals is QR 25,000
- Activity fee - Maritime transportation is QR 15,000
- Activity fee - Land transportation is QR 15,000
- Activity fee - Air transportation is QR 15,000
- Activity fee - Tourist guide is QR 5,000
- Activity fee - Inbound tours is QR 12,500
- Activity fee - Outbound tours is QR 22,500
- Activity fee - Internal Time Sharing – as an office is QR 5,000
- Activity fee - Internal Time Sharing – as an activity is QR 2,500
- Activity fee - External Time Sharing is QR 500,000
- 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

Renew Tourism License for Tourism Facilities

This service describes the procedures necessary to renew a tourist license for a tourist establishment 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
- Copy of title deed of the property or lease of the establishment.

Fees

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

- Activity fee – Entertainment City is QR 5,000.
- Activity fee - Specialized club is 9000 QR
- Activity Fee - Mall (unspecified)
- Activity fees - Organizing tourist events and festivals (unspecified)
- Activity fee - Maritime transportation is QR 3000
- Activity fee - Land transportation is QR 3000
- Activity fee - Air transportation is QR 3000
- Activity fee - Tourist guide is QR 1000
- Activity fee - Inbound tours is QR 2500
- Activity fee - Outbound tours is QR 4500
- Activity fee - Internal Time Sharing – as an office is QR 1000
- Activity fee - Internal Time Sharing – as an activity is QR 500
- Activity fee - External Time Sharing is QR 100,000
- An additional 5% of the license fee will be paid for each month or part of it in case the license renewal is delayed.
- 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 Tourism Facilities

This service describes the procedures for amending Tourism License data for a Tourism Facility 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 tourism license information amendment fee is QR50
- 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 a Tourism Facilities

This service describes the procedures necessary to cease (stop) a Tourism License for a Tourism Facility 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 applicant's identification card must be valid at the time of application.

Documents Required

- Copy of Commercial Permit
- Copy of Commercial Registration
- Tourism Activity Cancellation Certificate from the commercial registration
- Tourism Activity Cancellation Certificate from the commercial permit
- Copy of the announcement of license cancellation in an official daily newspaper

Fees

- The cancellation fee of a tourism license for a Tourism Facility 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