

<b>GENERAL INFORMATION</b>	
<b>Name of formality</b>	Hotel Business Operating License
<b>Type of formality</b>	License
<b>Date of last modification</b>	06.11.2020
<b>Responsible Authority</b>	Information, Culture and Tourism Department
<b>Who should apply for this formality?</b>	Individuals, or legal entities, both domestic and foreign, who intend to operate in such activities
<b>Qualifications needed by the business to get the formality</b>	- The applicant must never have a case or be convicted for any reasons- Applicants must first apply for a hotel establishment permit first

<b>LEGAL FRAMEWORK</b>			
<b>Name</b>	<b>Number</b>	<b>Date</b>	<b>Comment</b>
Law on Tourism (Amended)	32/NA	24.07.2013	
No name	985	14.12.2021	ຂໍ້ຕົກລົງ ວ່າດ້ວຍສະຖານທີ່ພັກແຮມ (2021)
No name	469/ຖວທ	21.06.2021	

<b>REQUIRED DOCUMENTS FORMALITIES</b>		
<b>Name</b>	<b>Type</b>	<b>Comment</b>
\${SUPPORT_NAME}	\${SUPPORT_TYPE}	\${SUPPORT_COMMENT}

<b>LIST OF ATTACHED DOCUMENTS FOR FIRST TIME APPLICATION</b>		
<b>Name of document</b>	<b>Type of document</b>	<b>File of document</b>
\${ATTACHMENT_NAME}	\${ATTACHMENT_TYPE}	\${ATTACHMENT_FILE}

<b>LIST OF ATTACHED DOCUMENTS FOR RENEW APPLICATION</b>		
<b>Name of document</b>	<b>Type of document</b>	<b>File of document</b>
#{ATTACHMENT_NAME_RENEW}	#{ATTACHMENT_TYPE_RENEW}	#{ATTACHMENT_FILE_RENEW}

<b>MEAN OF PRESENTATION</b>		
<b>Means of presentation</b>	At the Authority Offices	
<b>Address of authority</b>	Information, Culture and Tourism Department, Vientiane Capital	
<b>Time it takes to the authorities to process the formality</b>	15	Relevant laws and regulations do not specify the period of consideration, only based on the completion of documents and the actual location of the business. For the Department of Information, Culture and Tourism Vientiane Capital, the period for consideration shall not exceed 15 working days.

<b>RENEWAL INFORMATION</b>	
<b>Does the formality have a validity or an expiration date?</b>	<b>How long will the formality be valid for? (in months)</b>
NO	0
<b>What is the process and conditions to get the formality?</b>	
<b>What is the process and conditions to renew the formality?</b>	The hotel service business license does not have an expiration date unless there is a change in business operation. But every year the business has to apply for permission to continue to certify the operation of the business

<b>ISSUING FEES</b>				
<b>Has application fees?</b>	<b>Service fees businesses need to disburse</b>	<b>Certificate fees businesses need to disburse</b>	<b>Application fees businesses need to disburse</b>	<b>Total fees businesses need to disburse</b>
YES	800000.00	800000.00	200000.00	1800000.00

<b>Comments</b>	According to the authority			
<b>ADDITIONAL ISSUING FEES</b>				
<b>Additional fee names</b>				
NO	0.00	0.00	0.00	0.00
<b>Additional fee comments</b>				

<b>RENEWAL FEES</b>				
<b>Has renewal fees?</b>	<b>Service fees businesses need to disburse</b>	<b>Certificate fees businesses need to disburse</b>	<b>Renewal fees businesses need to disburse</b>	<b>Total renewal fees businesses need to disburse</b>
NO	0.00	800000.00	110000.00	910000.00
<b>Comments</b>	Applicants must pay a fee when submitting an application of 30,000 The total cost is 940,000 kip.			
<b>ADDITIONAL RENEWAL FEES</b>				
<b>Additional renewal fees names</b>				
NO	0.00	0.00	0.00	0.00
<b>Additional renewal fees comments</b>				