



**TOURISM REGULATORY AUTHORITY**  
**Tourism License Requirements**

**CLASS 'B' ENTERPRISES (RESTAURANTS AND OTHER FOOD AND BEVERAGE SERVICES)**

1. Duly filled application form (Form 1) check [www.tourismauthority.go.ke](http://www.tourismauthority.go.ke)
2. Certificate of registration / Incorporation of company
3. Memorandum and Articles of Association of company or CR 12
4. Copy of menu
5. Copy of valid health clearance certificate
6. Medical Certificate of food handlers
7. Summary of skilled and unskilled staff in employment
8. Entry permit for all non- Kenyan employees and affidavit for non-resident director(s)
9. Lease agreement/ copy of title deed of premises occupied by the hotel
10. Foreign owned companies: asset base of Ksh. 10M
11. Evidence of insurance cover for the premises ,
12. Levy report for license renewal
13. Application fee of Ksh. 1000 for new applicants
14. License fee of-----payable to

**Account Name: Tourism Regulatory Authority**

**Account No. : 1178921034**

**KCB Bank: University Way Branch**

**NB**

- Late payments for all licenses attract a penalty of 10% of the applicable license fee for every month delayed.
- License fee clusters are provided for in the legal notice number 128 September 2014
- All payments **MUST** be made only on the above account number provided