



TOURISM REGULATORY AUTHORITY

Tourism License Requirements

In order to be issued with a tourism license, the applicant has to provide some documents to TRA for registration and subsequent licensing. These are different depending on the type of operations the applicant is engaged in. Besides duly filled in application Form 1 and upon payment of prescribed license fees in the fourth schedule of the TRA regulations, below are the requirements for the different classes of tourism licenses which will be considered by the Licensing Committees.

Class 'C' Enterprises-(Water sports and Boat Excursions)

1. Dully filled application (form 1) check www.tourismauthority.go.ke
2. Copy of lease agreement/ title deed of premises
3. Certificate of registration or incorporation of company (new applicants).
4. Memorandum and articles of Association or CR 12 (new applicants)
5. Work/ entry permit for non- Kenyans involved in the business and copies of affidavit for non- resident director(s)
6. Copy of insurance cover , fisheries inspection report and certificate of sea worthiness for the boat
7. Copy of unregistered vessel license and coxswain certificate
8. Application fee of Ksh. 1000 for new applicants
9. License fee of Ksh. 8,000 payable to

Account Name: Tourism Regulatory Authority

Account No. : 1178921034

KCB Bank: University Way Branch

NB

- Late payments for all licenses attract a fine of 10% of the license fee on a monthly basis.
- All payments **MUST** be made only on the above account number provided