



MEMBERSHIP APPLICATION FORM

For Office use Only:

Name.....

Category.....

Membership No.....

W.E.F.....

APPLICATION FORM

To,

The President
Tour Operators Association of Assam
Guwahati

Dear Sir,

We _____

hereby apply for membership of your Association.

1. I / We hereby solemnly promise to abide the rules and regulations of the Tour Operators Association of Assam and to observe a high ethical standard in the conduct of our business without reservation or equivocation of any kind, consistent with the regulation in force from time to time. We also note and accept that any member who shall act to the detrimental of or against the interest of the tourism, after due inquiry be either censured, suspended or excluded from the Association by the Executive Committee for which action, the Executive Committee shall not be bound to assign any reason.
2. I / We agree and undertake to intimate to the Association any change in our status / constitution and / or conventional or corporate name by any reason whatsoever within 30 days of any such change being effected.
3. I / We do hereby agree to intimate the Association in writing about any change in the present ownership of the company.

(Stamp of Company)

Yours truly

Date:

Signature

Name

Designation



QUESTIONNAIRE

To be filled in by an applicant who wishes to become a member of the Tour Operators Association of Assam.

1.	Name of the Firm	
2.	Date of Establishment	
3.	Full Address.....	Telephone office..... Residence Fax..... E – mail..... Website.....
4.	Name of the Individual (s) with designation (s) who will represent the company / firm.	
5.	State whether the applicant is a sole proprietary concern, partnership firm, a private limited company or a public limited company?	
6.	Give the name (s) of the proprietor, or the partners or the directors of the company, as the case may be and a list of shareholders.	
7.	a) If an excursion agent, please state. i) Are you recognized by Govt. of India / State Tourism Department? b) If a Hotel : i) Are you a member of any Hotel Federation? ii) Recognized by the Deptt. of Tourism? c) Any other category?	
8.	State place where you have branch offices with their full address (s)	
9.	Are you an I.A.T.A. approved Passenger Sales Agent? If so, state the number of License.	
10.	Are you holding a R.B.I. License? If so, state the number of License.	
11.	Are you recognized by the Ministry of Tourism, Govt. of India / State	



	Govt.? If so, since when?	
12.	Are you a member of any trade Association, society, etc.? If so, state name.	
13.	State the name of your banker with full address.	
14.	What is your annual turnover?	
15.	How much your total turnover is derived from tourism?	
16.	How much your total turnover is in foreign exchange?	
17.	Company profile (in not more than 50 words)	

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Decision of the Managing Committee:

APPROVED AS ACTIVE / ASSOCIATE.

Signature.....
(Secretary)

Signature.....
(President)

Date.....



Documents checklist for application of TOOA Membership

- 1.Trade License in the firm name.
- 2.Pan Card in the proprietor or firm/Company name.
- 3.1 Year ITR of proprietor or firm.
- 4.Passport photographs -1 Copy
- 5.ID and address proof of signatory/Owner/Directors/Partners
- 6.Address proof of the office.
- 7.Cheque in favor of Tour Operators Association of Assam.

Active Members:

New Member Joining Fees	:	Rs.5000/-
Annual Subscription	:	Rs.3500/-

Associate Members:

New Member Joining Fees	:	Rs.4000/-
Annual Subscription	:	Rs.3000/-

Note – After submission of application the Executive Committee will approved the request. Once everything found in order the team of TOAA official will visit to the office before issuing the membership.