

Hotel Registration Renewal

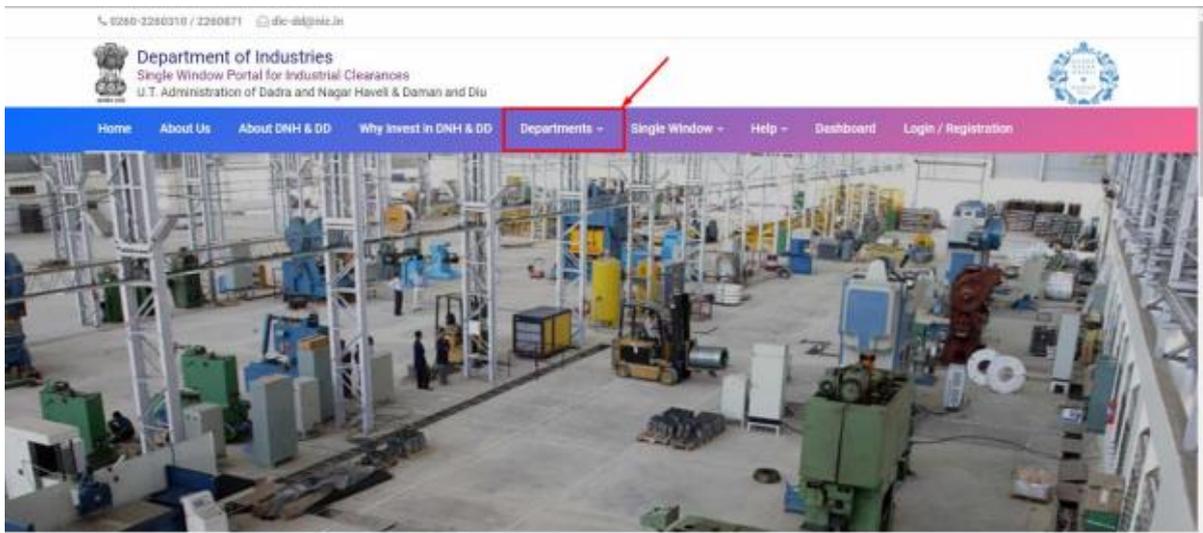
1	Name of Approval / NoC/ Licence/ Registration	Hotel Registration Renewal
2	Competent Authority	Director (Tourism), DNH & DD
3	Applicability Criteria	To all the registered hoteliers running a hotel/running a hotel in the UT of DNH & DD
4	Stage	Post-Establishment/Post-operation
5	SLA/ Number of Days	21 Days
6	Documents Required	Required Documents / undertakings / NOCs 1. Renewed Fire NOC (issued by Department of Fire and Emergency)
7	Form Submission	https://swp.dddgov.in/main#hotel_renewal
8	Procedure for getting license	<p>Step 1. The applicant submits the application in the prescribed format to the department with all the necessary documents.</p> <p>Step 2. The authority examines the hotel's records of the previous year and checks if any adverse information has come to knowledge.</p> <p>Step 3. If approved, the applicant's registration for operating the hotel is renewed.</p>
9	Fee & Mode of Payment	<p>Fees: 1. Rs. 5000/- (Category A) 2. Rs. 4000/- (Category B) 3. Rs. 3000/- (Category C) 4. Rs. 2000/- (Category D) 5. Rs. 200/- (Category E/Homestay or Bed & Breakfast)</p> <p>Mode of Payment: Demand draft</p>

Homestay/Bed & Breakfast Registration renewal

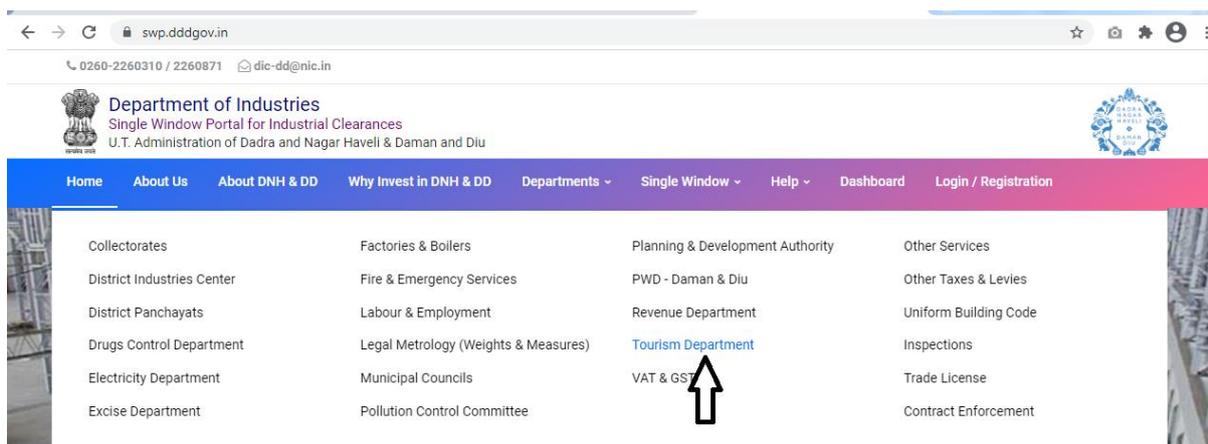
1	Name of Approval / NoC/ Licence/ Registration	Homestay/Bed & breakfast Registration renewal
2	Competent Authority	Director (Tourism), DNH & DD
3	Applicability Criteria	To all Homestay/Bed & Breakfast service providers.
4	Stage	Post-Establishment/Post-operation
5	SLA/ Number of Days	21 Days
6	Documents Required	Required documents: 1. Copy of renewed Fire NOC (issued by Fire and Emergency department)
7	Form Submission	https://swp.dddgov.in/main#hotel_renewal
8	Procedure for getting license	<p>Step 1. The applicant submits the application in the prescribed format to the department with all the necessary documents.</p> <p>Step 2. The authority examines the application and the documents.</p> <p>Step 3. Site inspection of the proposed site for the hotel is scheduled.</p> <p>Step 4. The authority verifies the details provided in the application and the proposed site plan.</p> <p>Step 5. If approved, the license for operating the homestay or Bed & Breakfast is renewed.</p>
9	Fee & Mode of Payment	<p>Fees: 1. Rs. 200/- (Category E Hotel/Homestay or Bed & Breakfast)</p> <p>Mode of Payment: Demand draft</p>

User Guide for online application for Renewal of Hotel & Homestay & Bed & Breakfast under Daman & Diu Tourist Trade Act .

1. Open the website: <https://swp.dddgov.in/> and click on Department menu.



2. Click on Tourism Department from the menu.



- From the Department's page, click on "Click here" button beside the name of the service "Hotel & Home stay/Bed & Breakfast registration Renewal Form".

Tourism Department

On the basis of recommendation made by the DIPP, Government of India and Information provided by the concern departments regarding Time lines and Competent Authority for necessary Clearances/NOCs/Permissions/Renewals, Single Window Agency hereby notifies the following Services, the time frames within which these are to be provided to the citizens, Competent Authority and deemed approval authority as per schedule given below:

Sr. No.	Name of Service	Apply Link	Department Name	Timeline (Working Days)	Fees / Procedure / Checklist	Designation of the Authority Responsible to Deliver the Services	1st Appellate Authority for Grievance Redressal	2nd Appellate Authority for Grievance Redressal
1	Hotel & Home stay/Bed & Breakfast registration Form	Click Here	Tourism Department	21 Days	View	Director (Tourism)	Secretary (Tourism)	
2	Hotel & Home stay/Bed & Breakfast registration Renewal Form	Click Here	Tourism Department	21 Days	View	Director (Tourism)	Secretary (Tourism)	
3	Travel Agent Registration Form	Click Here	Tourism Department	21 Days	View	Director (Tourism)	Secretary (Tourism)	
4	Travel Agency Form - Renewal	Click Here	Tourism Department	21 Days	View	Director (Tourism)	Secretary (Tourism)	
5	Tourism Event - Performance License	Click Here	Tourism Department	21 Days	View	Director (Tourism)	Secretary (Tourism)	

Sr. No.	SRAP-2020 Reforms	SRAP-2020 Reform No.	Action
1	Online dashboard available in public domain	37	View

- Enter your mobile number and the pin which was generated on your mobile number to login.

Single Window Portal for Industrial Clearances
U.T. Administration of Dadra Nagar Haveli & Daman and Diu

Login into your account!

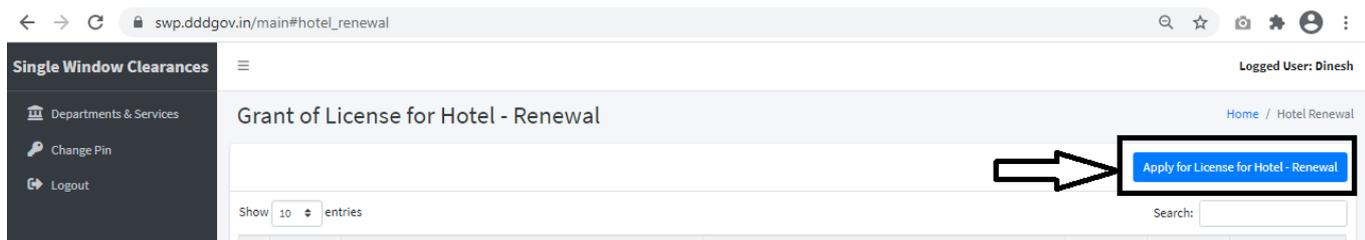
Mobile Number
8347435433

Pin [Forgot Pin ? Click Here](#)
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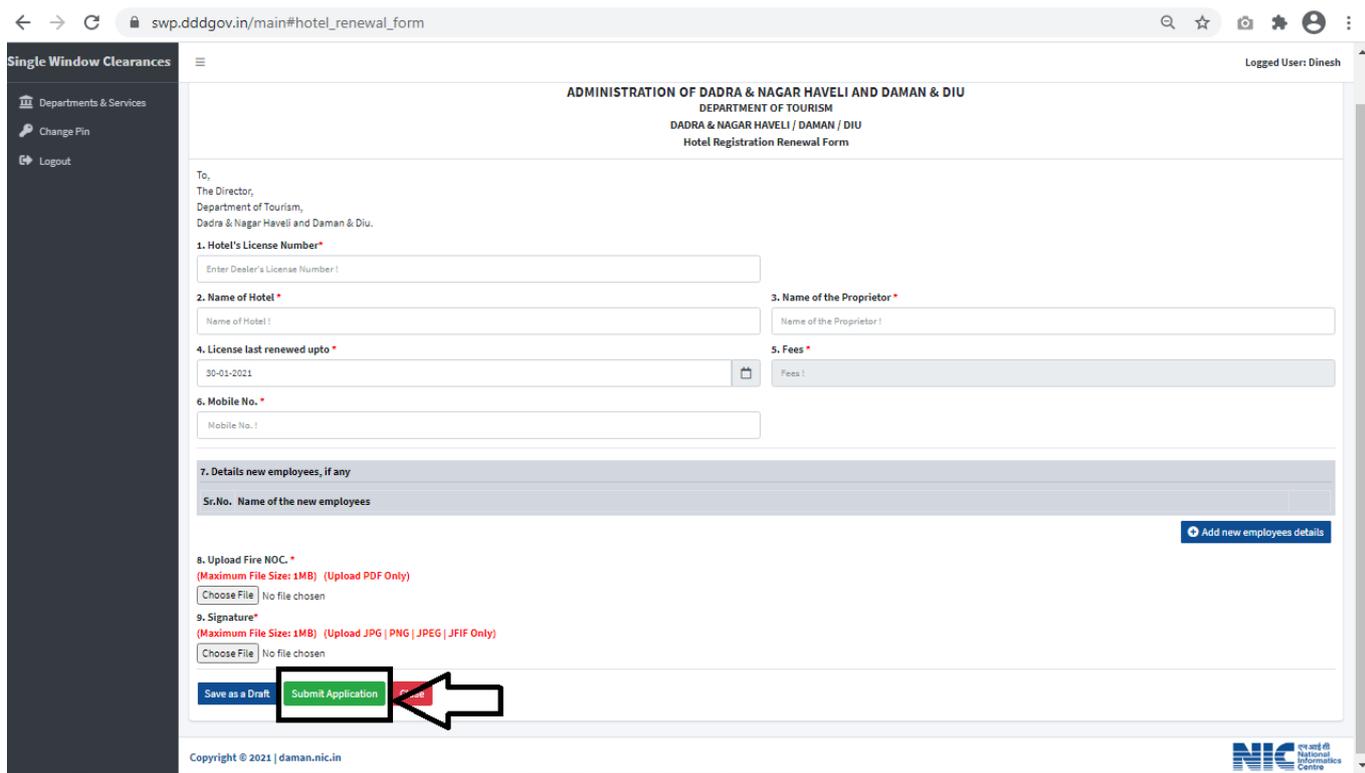
[Login](#) [Back to Home](#)

Don't have an account? [Registration](#)

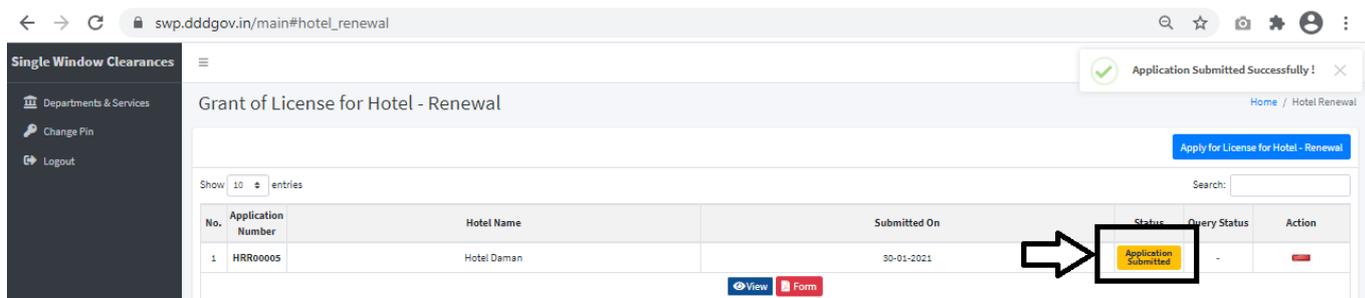
5. After logging in, click on Department & Services and scroll down to the services of Tourism Department. Click on the button “click here” besides the “Hotel & Home stay/Bed & Breakfast registration Renewal Form” service.



6. After filling up the form, click on the submit button given below.



7. After clicking on submit button, you can see the tracking status of your application, Query Status and Action. Click on Action Button to view or to download your form.



8. Click on "Form-II" to view your submitted application.

swp.dddgov.in/hotel_renewal/generate_form

Form 1 / 1 100%

ADMINISTRATION OF DADRA & NAGAR HAVELI AND DAMAN & DIU
DEPARTMENT OF TOURISM
DADRA & NAGAR HAVELI / DAMAN / DIU
Hotel Registration Renewal Form

1. License registration no. - ON/01/2021

2. Name of the Hotel - Hotel Daman

3. Name of the proprietor - Shreyas

4. License last renewed upto - 30-09-2021

5. Details of the new employees, if any -

Signature of Applicant 

9. After the department approves your application, the option to "pay your fees" will be displayed.

swp.dddgov.in/main#hotel_renewal

Single Window Clearances

Departments & Services
Change Pin
Logout

Logged User: Dinesh

Grant of License for Hotel - Renewal

Home / Hotel Renewal

Apply for License for Hotel - Renewal

Show 10 entries Search:

No.	Application Number	Hotel Name	Submitted On	Status	Query Status	Action
1	HRR00005	Hotel Daman	30-01-2021	Fees Pending	-	View Form Payment Requested Pay Your Fees

10. After clicking on “pay your fees”, choose your preferred mode of payment and click on “submit”.

The screenshot shows the 'Grant of License for Hotel - Renewal' page. A modal titled 'Pay Your Fees' is open, displaying the following information:

- Name of the establishment/shop/person seeking the license: Hotel Daman
- Payment Type: Demand Draft (DD), Pay at Office, NEFT/RTGS/INB
- Upload Demand Draft (DD) (Maximum File Size: 2MB): Choose File | No file chosen

The modal has 'Submit' and 'Close' buttons. In the background, a table lists applications with columns for No., Application Number, Status, Query Status, and Action. Application 1 (HRR00005) is highlighted with a 'Fees Pending' status.

11. After the payment is approved from the department, the “Download Certificate” button shall be visible.

The screenshot shows the 'Grant of License for Hotel - Renewal' page. The table below shows the application status:

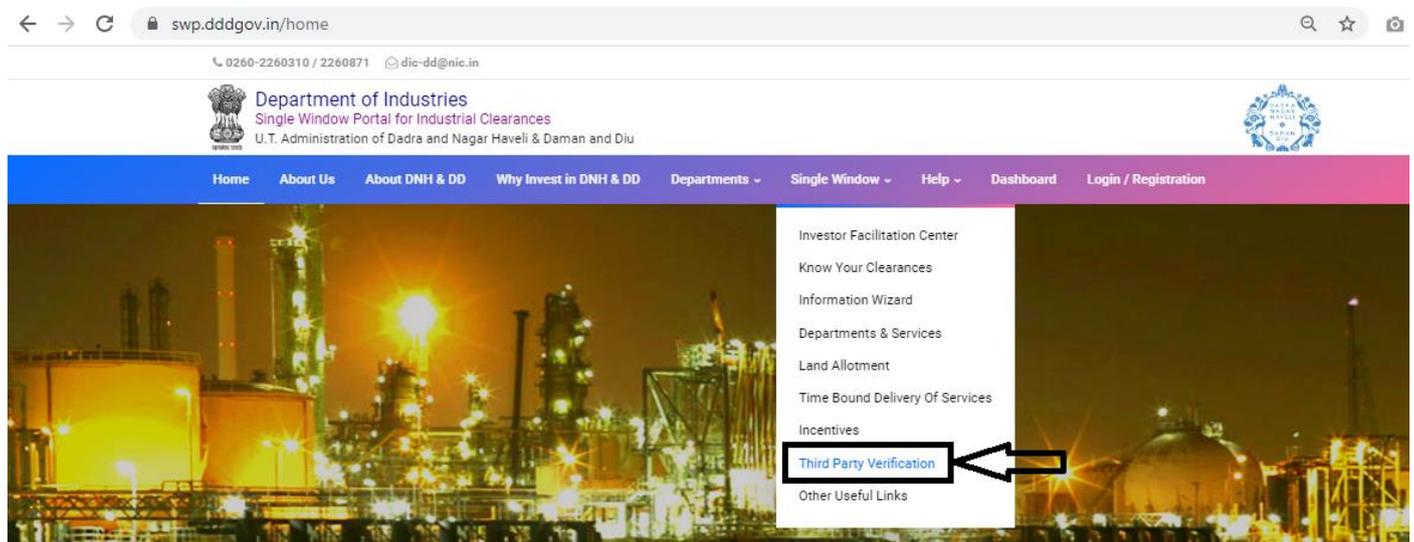
No.	Application Number	Hotel Name	Submitted On	Status	Query Status	Action
1	HRR00005	Hotel Daman	30-01-2021	Approved	-	View Form Payment Requested Pay Your Fees Download Certificate

The 'Download Certificate' button is highlighted with a red box and an arrow pointing to it.

12. The applicant can download the Registration License for Hotel/Bed & Breakfast or Homestay Registration Renewal by clicking the above mentioned button.



13. For Third Party Verification of the issued certificates, go to – swp.dddgov.in and click on “Single Winow” menu. Then click on “Third Party Verification”.



15. Enter the barcode/certificate number and click on "Verify".

The screenshot shows a web browser window with the URL swp.dddgov.in/everify. The page header includes the Department of Industries logo and contact information: "0260-2260310 / 2260871" and "dic-dd@nic.in". The main navigation menu contains links for Home, About Us, About DNH & DD, Why Invest in DNH & DD, Departments, Single Window, Help, Dashboard, and Login / Registration. A breadcrumb trail at the bottom of the header reads: Home • Single Window • Certificate Verification.

Certificate Verification

Barcode / Certificate Number (9 Digit) 

Enter Proper 9 Digit Number !

Verify