

FORM 3

Application for a Statutory Inspection: Change of Statutory Category Article 13(3) of the Tourism (Northern Ireland) Order 1992

(You may also apply and pay online via www.tourismni.com/forms)

Name of proprietor _____

Address of proprietor _____

_____ Post Code _____

Contact telephone number (to arrange inspection) _____

Name of establishment _____

Address of establishment
(if different from that of proprietor) _____

_____ Post Code _____

Telephone number
(to appear on promotional material) _____

Statutory category Current Proposed change

Hotel
Guesthouse
Bed & Breakfast
Self-catering
Hostel
Campus accommodation
Bunk House accommodation
Guest accommodation

Number of rooms _____

Number of bedspaces _____

Number of units
(self catering only) _____

Reason why I/we feel a change is possible? _____

Contact Options* – Correspondence will automatically be sent via post. If you would prefer email please tick one of the following boxes and enter relevant details below.

Email

Email & Post

Email address for correspondence _____

Once your property has been certified it will automatically appear on www.discovernorthernireland.com.

Please tick this box if you do **NOT** want your premises included

This application requests a statutory inspection of the establishment to be conducted with a view to allocating it to a different statutory category.

Enclosed is a cheque for £ , crossed "account payee" or "a/c payee", either with or without the word "only", payable to the Tourism Northern Ireland, which is the amount of fee set out in the Statutory Inspection of Tourist Establishments (Fees) Regulations (Northern Ireland) 2011 [SR 2011 No. 105] (see overleaf).

Signed _____ Date _____

* Optional

FEE STRUCTURE FOR STATUTORY INSPECTION (Effective 11 April 2011 - carried out once every four years)

Full details can be obtained from The Statutory Rules of Northern Ireland, "Statutory Inspection of Tourist Establishments (Fees) Regulations (Northern Ireland) 2011 No. 105" available from The Stationery Office, 16 Arthur Street, Belfast, BT1 4GD.

Category	Cost per bedroom	Minimum fee	Maximum fee
Hotels	£20	£300	£2,000
Bed & Breakfast	£20	£80	£200
Guest House	£20	£80	£200
Guest Accommodation	£20	£80	£200
Campus Accommodation	£20	£80	£200
Category	Cost per unit	Minimum fee	Maximum fee
Self Catering	£40	£40	£350
Category	Cost per bedspace	Minimum fee	Maximum fee
Hostel	£2	£70	£175
Bunk House	£2	£70	£175

NB:

- Minimum fee indicates the minimum amount payable for a new venture/statutory inspection i.e. the cost for a B&B is £20 per bedroom but the fee for a B&B with 2 bedrooms will be £80.
- Maximum fee indicates the maximum amount payable for a new venture/statutory inspection i.e. the cost for a B&B is £20 per bedroom but the fee for a B&B with 12 bedrooms will be £200.