

Form 'A'

[See rule 3(2)]

S. No.	Name of Service Provider	Category of service provider	Number and date of Registration
1	2	3	4

Whether Proprietor Ship/Partner Ship/Private Ltd. Company/Public Limited Company Director etc. with details of partners/ 5	Person Incharge or person responsible for running the firm or body corporate 6	Types of services provided to Tourists 7
---	--	--

Deficiencies or violations of Standards or norms (as set out under the.... scheme), if any, found upon periodical inspection. The deficiency is clearly to be noted category wise-whether the same is minimal, graver or gravest as per scheme fixing the standard. 8	Complaints, if any, about malpractice received and how dealt with along with final out come thereof. 9	Penal action, if any, taken for contravention of norms and standard, (with details thereof and no. & date of such order) 10
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Other information 11	Remarks 12
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Form 'B'
[See rule 3(2)]

Government of Rajasthan
Department of Tourism

No. F-8 (42) Trade/DT/09/

Jaipur Dated:

Certificate of Registration cum Recognition

It is Certified that M/s
.....
..... is a Registered Tourism service
provider with the Department of Tourism Government of Rajasthan
and the Department of Tourism, Rajasthan hereby recognizes it as a
Tourism service provider of acceptable standard in the category of
..... at(place) as per standard and
norms fixed for such service providers under the
.....scheme..... framed and published
under sub section (2) of section 3 of the Rajasthan Tourism Trade
(Facilitation and Regulation) Act, 2010 (Act No. 9 of 2010).

Prescribed Authority

Affix recent
pass port

size photograph

Form 'C'
[See rule 4 (1)]

Application for admission to training as a Guide

1. Name of the applicant.-
.....
2. Father's Name
.....
3. Whether belongs to SC/ST/BC/SBC/EBC (state caste)
4. Educational Qualification
.....
.....
5. Date of Birth
.....
6. Whether wants to be trained as State Level Guide or Guide for a local area. (specify the area).
7. Whether has working knowledge of any foreign language other than English Language (mention the language with certificate or diploma or Degree, if any, obtained and attach copies thereof).
.....
8. Other information which the applicant wish to give in support of his suitability for the vocation as a Guide.

(Signature)
Postal Address
(with PIN code)

Affix recent
pass port
size photograph

Form 'C-I'
[See rule 9 (2)]

Application for Grant of License as a State Level Guide

1. Name of applicant.-
.....
2. Father's Name
.....
3. Educational Qualification and date of passing the training
with rank in merit in select list (attach proof)
.....
4. State the Regional Language of India as also foreign
Language other than English Language in which the
applicant is proficient, (attach copies of
certificate/diploma/degree, if any awarded by any university
or institute established by law in India or recognized as such
by the State Government.)
.....
5. Date of Birth
.....
6. Any other information which the applicant wish to give in
support of his suitability for a vocation as a Guide.

Date :
(Signature)
Place.
Address

Full Postal

Affix recent
pass port
size photograph

Form 'C-II'
[See rule 9 (2)]

Application for Grant of License as a Local Guide

1. Name of applicant.-
.....
2. Father's Name
.....
3. Educational Qualification and date of passing the training with rank in merit in the select list (attach proof of educational qualification and passing the training)
.....
4. Date of Birth
.....
5. State the Regional Language of India as also foreign Language other than English in which the applicant is proficient (attach proof)
.....
.....
6. Any other information which the applicant wish to give in support of his suitability for a vocation as a Guide.
7. Mention the Local Area (District, City, Town/Circuit/Region) for which the License is required for acting as a Guide.

Date :
(Signature)

Place.
Address

Full Postal

Form 'D-I'
[See rule 9 (3)]
Identity card of State Level Guide

(1)

I. D. Card No.



Signature of the holder

.....

Signature of the Prescribed
with official

Authority
seal

(2)

Certified that Shri.....
RAJASTHAN

S/o. Shri
.....

Resident of

.....
Authority

Whose photograph is given on page 1 is
a Guide approved by the Government of
Rajasthan, Department of Tourism, Subject
to the conditions on page 4.

(3)

Area of Operation :

Signature of Prescribed

The validity of this identity card expires on unless renewed. This identity card is liable to be suspended or cancelled at any time before the date of its expiry by the Department of Tourism, Government of Rajasthan as per provisions of Rajasthan Tourism Trade (Facilitation and Regulation) Act, 2010 (Act No. 9 of 2010) and Rules made there under.

This Guide is to be allowed ---- entry into all monuments and places including Forests under the control of State and all places under the control of Local Authorities and public bodies/instrumentalities of the State. [See sub-section (2) of section 8 of Rajasthan and Tourism Trade (Facilitation and Regulation) Act, 2010

(4)

(5)

1. The Guide will carry this identity card renewed upto issued to him and also wear the armband/badge provided by the Department of Tourism while accompanying tourists.

This identity card is hereby

2. He will charge Guide fees only at the rates fixed by the Department of Tourism. He will also carry a copy of the schedule of charges as determined by the State Government under the Rajasthan Tourism Trade (Facilitation and Regulation) Rules, 2010.

Signature of Prescribed

Authority

with official seal

3. He will not lend his identity card to any one. renewed upto

This identity card is hereby

4. He will not solicit tips or other material gains from tourists or others.

5. He will show this identity card or other documents issued by the prescribed authority, Department of Tourism to the officers in-charge of monuments and archaeological buildings or the Forest Department/Local authority or to the persons to be Guided by him on

demand.

Authority

Signature of Prescribed
with official seal

Form 'D-II'
[See rule 9 (3)]
Identity card Local Level Guide

(1)

I. D. Card No.



Signature of the holder

.....

Signature of the Prescribed

Authority

(2)

Certified that Shri.....
Town, City,

S/o. Shri
be specified

Resident of

.....
Authority

Whose photograph is given on page 1 is
a Guide approved and Licensed by the
Government of Rajasthan, Department of
Tourism, Subject to the conditions on page 4

The validity of this identity card expires
on unless renewed.
This identity card is liable to be suspended
or cancelled at any time before the date of
its expiry by the Department of Tourism,
Government of Rajasthan as per provisions
of Rajasthan Tourism Trade (Facilitation and

(3)

Area of Operation District,

Circuit (area of operation to
clearly)

Signature of Prescribed

Regulation) Act, 2010 (Act No. 9 of 2010)
and Rules made there under.

This Guide is to be allowed entry into all monuments and places, forests including Forests under control of State and all places under the control of Local Authorities and public bodies/instrumentalities of the State. [See sub-section (2) of section 8 of Rajasthan & Tourism Trade (Facilitation and Regulation) Act, 2010

(4)

(5)

1. The Guide will carry this identity card renewed upto issued to him and also wear the armband/badge provided by the Department of Tourism while accompanying tourists.

This identity card is hereby

2. He will charge Guide fees only at the rates determined by the State Government in the Department of Tourism. He will also carry a copy of the schedule of charges determined by the State Government under the provisions of the Rajasthan Tourism Trade/Facilitation and Regulation) Rules, 2010.
Authority

Signature of Prescribed

with official seal

3. He will not lend his identity card to any one.
renewed upto

This identity card is hereby

4. He will not solicit tips or other material gains from tourists or others.

5. He will show this identity card or other documents issued by the Prescribed Authority, Department of Tourism to the officers in-charge of monuments and archaeological buildings or the Forest Department/Local authority or to the persons to be Guided by him on demand.

Signature of Prescribed

with official seal

Authority

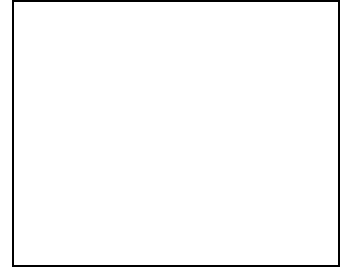
Form 'D'-III
[See rule 9 (4)]

Government of Rajasthan
Department of Tourism
Jaipur

F.No.8()Guide Renewal/TS/DT/2010/

Dated:-

To Whom So Ever It May Concern



This is to Certified that -----s/o-----is an approved Guide of the Department of Tourism, Government of Rajasthan. His identity card has been kept for renewal. He may be allowed to Guide at the monuments till his card is renewed. His card No. is -----. His area of operation is

His signature is attested below.

(Specimen Signature of Guide)

Signature Attested

Prescribed Authority
(With seal.)

Prescribed Authority

(With seal.)

(Name & Address of Guide)

(P.S. This certificate has to be surrendered for delivery of I.D. card.)

Form 'E'

[See clause (xxiv) of rule 10]

(Quarterly Statement of assignments handled by a Guide)

1. Name of the Guide.-
2. Stationed at
3. Assignment
(Number of Groups handled during the quarter)
4. Duration/Period
.....
5. VIPs escorted for guiding during the period
6. Places/of tourist interest/tourist spots covered.
7. Nationality of the Group of Tourists (Indian/Foreigners)
8. Total Number of tourists handled during the period
(Indian/foreign)
9. General remarks as to the accomplishment of task assigned.
10. Complaints, if any
11. Mention the names of the Travel Agencies/Tour operator/Safari Operator/Excursion Agent through which the tourists were assigned (attach letters/other communications) in the following Performa:-

S. No.	Name of	Travel Agency/Tour Operator/Safari Operator/Excursion Agent	Groups	VIP's	FIT's

Place

Date

Contact No.

Signature of the Guide

Form – 'F'
[See rule 13]
Government of Rajasthan
Department of Tourism
Monthly Report of Tourist Arrivals from
Hotel/Heritage hotel/PG Houses/Dharamshala etc to TRC/TIB's

1. General

Hotels

1.1	Name of Hotel/HH/PGH/Dharamshala etc.	
1.2	MPR for the Month of	
1.3	Star category, if any	
1.4	Concerned TRC/TIB	
1.5	No. of beds available to guests	

2. Total number of tourist arrivals

	Number of guest checked in		Number of bed nights spent	
	Indian	Foreign	Indian	Foreign
During the month				
Upto the month				

3. Country-wise foreign tourist arrivals

	Number of guest checked in		Number of bed nights spent	
	During the month	Upto the month	During the month	Upto the month
1. United Kingdom				
2. France				
3. Italy				
4. Canada				
5. USA				
6. Germany				
7. Australia				
8. Switzerland				
9. Japan				
10. Sri Lanka				
11. Pakistan				
12. Bangladesh				
13. Singapore				
14. Iran				
15. UAE				
16. Saudi Arabia				
17. Malaysia				
18. Others*				
Total				

*Specify: _____

Date of reporting: _____

In-charge

Form 'F-I'
[See rule 13]

Performa for intimating the 'same day visitors'

Name of the Place/Centre	Name of the Fair/Festival	Estimated Number of visitors	
		Domestic	Foreigner

Name of the Place/Centre	Name of the Heritage Site/Monument	Estimated Number of visitors	
		Domestic	Foreign

Signature
Incharge with designation
TRC/TIB/Monuments

Form 'F-II'

[See rule 13]

**Government of Rajasthan
Department of Tourism
Monthly Report of Tourist Arrivals from
Tourist Reception Centre / Tourist Information Bureau to
DOT**

4. General**Hotels**

4.1 Name of TRC/TIB						
4.2 Tourist Place						
4.3 MPR for the Month of						
4.4 Available Tourist Accommodation				Tourist Accommodation of which tourist arrival reports received and reported in this format		
Category of Tourist accommodation	No of Units	No of Rooms	No of Beds	No of Units	No of Rooms	No of Beds
Heritage hotel						
P.G. Houses						
5* Hotels						
4* Hotels						
3* Hotels						
2*Hotels						
1* Hotels						
Other Hotels, Dharmshala's, Sarai						
Total						

5. Total number of tourist arrivals

	Number of guest checked in		Number of bed nights spent	
	Indian	Foreign	Indian	Foreign
During the month				
Upto the month				

6. Country-wise foreign tourist arrivals

	Number of guest checked in		Number of bed nights spent	
	During the month	Upto the month	During the month	Upto the month
1. United Kingdom				
2. France				
3. Italy				
4. Canada				
5. USA				
6. Germany				
7. Australia				
8. Switzerland				
9. Japan				
10. Sri Lanka				
11. Pakistan				
12. Bangladesh				
13. Singapore				

14. Iran				
15. UAE				
16. Saudi Arabia				
17. Malaysia				
18. Others*				
Total				

*Specify: _____

Date of reporting: _____

In-charge

Form 'F-III'

[See rule 13]

Government of Rajasthan

Department of Tourism

Monthly Report of Tourist Arrivals from Tourist Reception Centre / Tourist Information Bureau to DOT

1. General

P.G. House

1.1	Name of TRC/TIB						
1.2	Tourist Place						
1.3	MPR for the Month of						
1.4	Available Tourist Accommodation	Tourist Accommodation of which tourist arrival reports received and reported in this format					
	Category of Tourist accommodation	No of Units	No of Rooms	No of Beds	No of Units	No of Rooms	No of Beds
	P.G. Houses						
	Total						

2. Total number of tourist arrivals

	Number of guest checked in		Number of bed nights spent	
	Indian	Foreign	Indian	Foreign
During the month				
Upto the month				

3. Country-wise foreign tourist arrivals

	Number of guest checked in		Number of bed nights spent	
	During the month	Upto the month	During the month	Upto the month
1. United Kingdom				
2. France				
3. Italy				
4. Canada				
5. USA				
6. Germany				
7. Australia				
8. Switzerland				
9. Japan				
10. Sri Lanka				
11. Pakistan				
12. Bangladesh				
13. Singapore				
14. Iran				
15. UAE				
16. Saudi Arabia				
17. Malaysia				
18. Others*				
Total				

*Specify: _____

Date of reporting: _____

In-charge

Form 'F-IV'
[See rule 13]

Information's to be supplied by the office of Superintendents of Police

Name of District

Month

Year

S. No.	Name of Country	Number of foreign tourists	Bed nights spent

Total

**Signature of official with
office seal and designation**

Form : 'G'
[See rule 12]

Daily Diary to be maintained
 Tourist Assistance Force personnel

1. Tourist Place/

Destination/Area

.....

2. Beat area allotted to personnel with name of personnel with designation

3.	Number of persons (Hawkers/beggars/touts) (Lapkas) prevented from entering the tourist area/place	Name of persons with details (name, parentage, age, identification mark, special features addresses etc)	Remarks directions given to them
4.	_____do_____	_____do_____	Persons apprehended and removed from Tourist area for violation of provisions of sub-section (6) and (7) of section 13 of the Rajasthan Tourism Trade (facilitation and regulation) Act, 2010 and handed over to the police station for release and record in daily diary of the police station. (Time and date of apprehending a person and time and date of handing over to police shall invariably be indicated)
5.	_____do_____	_____do_____	Information to police station about violation of provisions of sub-section (8) of section 13 of the Rajasthan Tourism Trade

			(facilitation and regulation) Act, 2010 when given (indicate time, date, place of occurrence and brief details as to action taken by Police station concerned. Further action, if any, regarding imposition of penalty, if any, by officer of the Tourism Department, to be noted.
6.	_____do_____	_____do_____	informing police officer about violations of provisions of sub-section (9) of section 13 the Rajasthan Tourism Trade (facilitation and regulation) Act, 2010 when given.
7.	Any other information		

Signature (with time, date and place)

Designation
of Tourist Assistance Force Personnel