

LOCATION CLEARANCE ENTERTAINMENT ESTABLISHMENT

Documents required

1. Trade license form filled (new/renewal/ name Transfer) from Trade office
2. Occupancy Certificate of the building from Building owner
3. No objection letter from building owner/transfer deeds
4. Undertaking Letter from Thromde office

Procedures

- a) Submit above documents (1 to 4) to Technical Standard Checks Committee (Focal Person & Building Inspector)
- b) Visit Site and check permissible activities as per:
 - a. Development Control Regulations
 - b. Rules Governing Places of Entertainment
 - c. Entertainment Licensing Committee (ELC) decision
- c) Submit to ELC Member Secretary for check/records and get ELC Endorsement (signed by Chairman of ELC)
- d) Forward to Regional Trade office, Thimphu
- e) Trade office only issue the new/renewable licenses & name transfer of any entertainment

(Tek Nath Kararia)
Technical Focal Person
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(Oma Pati Luitel)
ELC Member Secretary
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