

## Initial approval request for constructing Hotel Establishment

- Constructing a hotel Establishment
- Converting an existing building into a hotel Establishment
- Others

Name of the building owner / owners \_\_\_\_\_

Name of the building licence/ licences \_\_\_\_\_

Type of hotel facility  Hotel  Hotel Apartments  Resort  Motel  Other

Type of facility for hotels and resorts  5 Stars  4 Stars  3 Stars  2 Stars  Star

Type of facility for hotel apartments  Deluxe  Superior  Standard

Investment Amount (AED) \_\_\_\_\_  Finance source  Private  Bank  Others

Area Name \_\_\_\_\_ Area Number \_\_\_\_\_ Street Name \_\_\_\_\_

The Building Name and Number \_\_\_\_\_ The Plot's Number \_\_\_\_\_

### General description about the building

Number of rooms \_\_\_\_\_ Number of units (apartments) \_\_\_\_\_

Other facilities provided (a brief synopsis)

\_\_\_\_\_

\_\_\_\_\_

Duration needed to outfit and operate the Establishment \_\_\_\_\_

Applicant's name \_\_\_\_\_ Phone number \_\_\_\_\_

E-mail \_\_\_\_\_ Cell phone \_\_\_\_\_

Fax number \_\_\_\_\_ PO Box No \_\_\_\_\_ The emirate / city \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Agent name / deputy \_\_\_\_\_ Phone number \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Applicants will be legally responsible for furnishing any inaccurate details

### For Official Use

Name of verifying officer \_\_\_\_\_ Signature \_\_\_\_\_

The administration's decision \_\_\_\_\_ Signature \_\_\_\_\_

Date / /

## Enclosures needed

- A copy for both the civil registry and passport of the Landowner as well as the operator.
- A copy for the map of the plot where the project will be set up and Search certificate.
- A copy for the Architectural design and electronic version (CD) with economic feasibility Study report.
- A commitment letter stating by the Consultant ensuring the Architectural design are complying with classification criteria issued in 26/5/2008.
- All Architectural design should be current and conforming to the date when the application was initiated.
- All Architectural design should be compliance with the required category.
- Project Matrix (project breakdown summary)
- Architectural design and rooms sizes in existing building (in case of conversion).
- An index confirmed by the owner with the names of tenants, (in cases of conversion).
- Owner's approval if converting the building to hotel Establishment.
- Letter of approval from Hotel Management Company.
- Demolition certificate in cases of demolition of any building.
- The number of studios in hotel apartments should not exceed 25%.

Thanks for your interest.

Please, fill in the customer satisfaction questionnaire available with the receptionist.