

Department of Tourism, Government of Kerala

Approval of Serviced Villas

Application No. & Date	SV/2021/1008 • 04-12-2021											
Name of serviced villa (The word 'Serviced Villa' should follow the name)	Soumya											
Address of serviced villa	sdf											
Phone numbers												
Email addresses												
Web address												
Owner's name												
Owner's address												
Details of building	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">Building Number</td> <td></td> </tr> <tr> <td>Name of the local body</td> <td></td> </tr> <tr> <td>Plinth area (floor-wise)</td> <td></td> </tr> <tr> <td>Total number of bedrooms</td> <td></td> </tr> <tr> <td>Number of bedrooms offered to tourists</td> <td></td> </tr> </table>		Building Number		Name of the local body		Plinth area (floor-wise)		Total number of bedrooms		Number of bedrooms offered to tourists	
Building Number												
Name of the local body												
Plinth area (floor-wise)												
Total number of bedrooms												
Number of bedrooms offered to tourists												
Details of location	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">Area of the plot</td> <td></td> </tr> <tr> <td>Survey number</td> <td></td> </tr> <tr> <td>Ward No.</td> <td></td> </tr> <tr> <td>Village</td> <td></td> </tr> <tr> <td>Taluk</td> <td></td> </tr> </table>		Area of the plot		Survey number		Ward No.		Village		Taluk	
Area of the plot												
Survey number												
Ward No.												
Village												
Taluk												
Fee remittance details												
Documents produced by the applicant	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;">Acceptance of regulatory condition</td> <td></td> </tr> <tr> <td>Police clearance certificate</td> <td></td> </tr> <tr> <td>License from local body</td> <td></td> </tr> <tr> <td>Previous certificate of approval (if renewal)</td> <td></td> </tr> <tr> <td>Photographs of the building including interiors</td> <td></td> </tr> </table>		Acceptance of regulatory condition		Police clearance certificate		License from local body		Previous certificate of approval (if renewal)		Photographs of the building including interiors	
Acceptance of regulatory condition												
Police clearance certificate												
License from local body												
Previous certificate of approval (if renewal)												
Photographs of the building including interiors												

Date:

Name, Designation and Signature of the Convener
Serviced Villa Approval committee

Inspection Report of the Committee for Serviced Villas

The committee has inspected the unit **Soumya, sdf** on

Decision of the Committee

The unit can be approved as Serviced Villa.

Remarks:

OR

As the unit does not satisfy the requirements as per the stipulation of Department of Tourism, Government of Kerala, it could not be approved as Serviced Villa.

Remarks:

Committee members	Name and Designation	Signature with date
District Panchayat President		
Additional Director/Joint Director, Department of Tourism		
Secretary, DTPC		
District Officer, Department of Tourism		
Representative of Food Craft Institute		
Representative of the Local Body in which the unit is situated		

Sl. No.	Facilities / Services / Utensils	Remarks
------------	----------------------------------	---------

1.	Well-maintained and well-equipped rooms with quality carpets / area rugs / tiles / marble flooring, furniture, fittings etc., in keeping with traditional lifestyle	M	
2.	Sufficient parking facilities with adequate road width	M	
3.	Minimum of one guest room and maximum of 6 rooms (12 beds). All rooms should be clean, airy, pest free, without dampness and with outside window / ventilation	M	
4.	Minimum floor area in sq. ft. for each room	120	
5.	Comfortable bed with good quality linen	M	
6.	Attached bathroom with every room along with toiletries	M	
7.	Minimum size of the bathroom with toiletries in sq. ft.	40	
8.	Western closet toilet with toilet paper	M	
9.	24 hours of running hot and cold water with proper sewage connection	M	
10.	Water saving taps / shower	M	
11.	1 bath towel, 1 face towel and 1 new soap	M	
12.	Cloth hook, sanitary bin and brush	M	
13.	Bottled toiletry products, comb, shaving accessories and tooth brush	M	
14.	Energy saving lighting	M	
15.	Well maintained smoke-free, clean, hygienic, odour free and pest free kitchen	M	
16.	Refrigerator	M	
17.	Good quality cutlery and crockery in sufficient quantity	M	
18.	Clean utensils	M	
19.	Food grade equipments and containers	M	
20.	Purified drinking water	M	
21.	Garbage to be segregated- wet / dry and disposed / treated	M	
22.	Air conditioning	D	
23.	Iron box with iron board on request	D	
24.	Internet facility	D	
25.	15 amp earthed power socket in the guest room	M	

26.	Telephone with extension facility in guest rooms	M	
27.	Wardrobe with at least 4 cloth hangers in the guest room	M	
28.	Shelves or drawer space in the guest room	M	
29.	Good quality chairs, working table and other necessary furniture	M	
30.	Washing machine / dryers with arrangements for laundry service	M	
31.	Refrigerator in guest room	D	
32.	A lounge or seating arrangement in the reception area	M	
33.	Garbage disposal facilities as per municipal laws	M	
34.	Acceptance of cash / cheque / Chellan	M	
35.	Acceptance of credit cards	D	
36.	Message facilities for guests	M	
37.	Name, address and telephone numbers of Doctors	M	
38.	Left Luggage facility	M	
39.	Assistance with luggage on request	M	
40.	Locker facilities in the guest room	M	
41.	Smoke / heat detectors in the house	D	
42.	Security guard	M	
43.	Service of a qualified cook	M	
44.	Service of a qualified room attendant	M	
45.	Maintenance of register for guest check-in and check-out including passport details in case of foreign tourists	M	

M - Mandatory • D - Desirable