



HOTEL & RESTAURANT ASSOCIATION OF EASTERN INDIA

APPLICATION FORM FOR MEMBERSHIP FOR HOTELS

We wish to enrol our establishment as a Member of the Hotel & Restaurant Association of Eastern India.

We are enclosing our Cheque / Demand Draft drawn in favour of **Hotel & Restaurant Association of Eastern India** covering the applicable charges.

Name of Hotel _____ Year of Establishment _____
(Opening) _____

Ownership: (Name of the Company/firm): _____

Address _____

City _____ Pin Code _____ State: _____

Telephone : [STD Code _____] _____

Email: _____ Website: _____

Name of Authorised Signatory: _____ Designation: _____

Email: _____ Mobile: _____

Name of General Manager / Manager: _____

Email: _____ Mobile: _____

Goods and Services Tax (GST) No. _____

Address for Correspondence: _____

Phone: _____ Email _____

* Proposer Name _____ Designation _____

Establishment _____ Membership No. _____

Signature with stamp _____

* Seconder Name _____ Designation _____

Establishment _____ Membership No. _____

Signature with stamp _____

CHECK NOTE:- FOR OFFICE USE ONLY

Proposed Seconded Recommendation Licenses Authorized Signatory Form Data Fact Sheet Form

Approval in the MC Meeting dated _____ Membership No. _____



HOTEL & RESTAURANT ASSOCIATION OF EASTERN INDIA

PARTICULARS OF HOTEL

Name & Address of Hotel _____

Distance from Airport _____ Railway Station _____

Is there a provision for Liquor bar _____

Staff Strength _____

Please attach the following:

1. Licence from competent authority to operate a hotel approval like MCD/Nagar Palika etc
2. Police/District Magistrate NOC
3. Govt. Approval, if any
4. Fire NOC
5. FSSAI License/ Health License
6. Profile of hotel with brochure
7. Tariff Card
8. Any other relevant details

Is the hotel classified by Ministry of Tourism, Govt. of India ? Yes/No.

Star Category _____

Total Numbers of Rooms _____

Details	Single	Double	Suite
Air-conditioned	_____	_____	_____
Non-conditioned	_____	_____	_____

FACILITIES [PLEASE TICK]

- Restaurant Bar Conference/Banquet Business Centre
- Swimming pool Credit Card acceptance Gymnasium/Heath club
- Spa STP Solar Water Heating

(Please attach photographs)



HOTEL & RESTAURANT ASSOCIATION OF EASTERN INDIA

CRITERIA FOR HOTELS FOR MEMBERSHIP OF HRAEI

HOTELS

(i) Licenses

Should be holding a proper Trade License issued by the Corporation/Municipality for running a hotel along with a Excise License where alcoholic beverages are served.

(ii) Room & Bathroom size

Minimum size of rooms : Single – 100 Sqft. Double – 120 Sqft.
Minimum Bathroom size : 30 Sqft.

(iii) General Features

The general construction of the building should be good and the locality and environs including immediate approach should be suitable. The hotel should have at least 10 bedrooms all with attached bathrooms. In the case of Heritage Hotels, the 50% of the number of rooms should have attached bathrooms. At least 25% of the bathrooms should have western style WCs. All bathrooms should have modern sanitation and running cold water with adequate supply of hot water, soap and toilet paper. The rooms should be properly ventilated and should have clean and comfortable furniture.

(iv) Facilities

There should be a reception counter. There should be a clean and modern toilet well equipped dining room/restaurant serving clean wholesome food and well equipped kitchen and pantry.

(v) Service

There should be experienced, courteous and efficient staff in smart and clean uniforms and the senior staff coming in contact with guests should possess a working knowledge of English. Housekeeping at the hotel should be of a good standard. Clean and good quality linen, blankets, towels, etc. should be supplied. Similarly, crockery, cutlery and glassware should be of good quality.

Membership Fees

Category: Hotel	Annual Subscription	Legal Fund @ 20%	Total	GST @18%	Total
10 to 30 Rooms	5000.00	1000.00	6000.00	1080.00	7080.00
31 to 60 Rooms	7500.00	1500.00	9000.00	1620.00	10620.00
61 to 100 Rooms	10000.00	2000.00	12000.00	2160.00	14160.00
100 to 150 Rooms	13000.00	2600.00	15600.00	2808.00	18408.00
151 and above	16000.00	3200.00	19200.00	3456.00	22656.00



HOTEL & RESTAURANT ASSOCIATION OF EASTERN INDIA

NOMINATION FORM FOR 20% HRAEI DISCOUNT CARD APPLICABLE ON FOOD, BEVERAGES, LIQUOR AND ACCOMODATION

Membership No: _____

Name of Hotel: _____

Address: _____

Nominee: 1



PLEASE WRITE IN CAPITAL LETTERS ONLY

Name _____

Designation _____

Nominee: 2



PLEASE WRITE IN CAPITAL LETTERS ONLY

Name _____

Designation _____

Signature of person authorizing the cards:

Name: _____

Designation: _____

Date: _____

**Rubber Stamp of
Hotel**