

APPLICATION FORM

CAPITAL INVESTMENT SUBSIDY TO HERITAGE PROPERTIES

(Under 'Chapter 11; Incentives for Heritage Properties', of the Uttar Pradesh Tourism Policy 2018)

*(Heritage Hotels are entitled to avail, both the Capital Investment Subsidy and the Interest Subsidy. Protected monuments will not be considered under this policy. Applicable across the state of Uttar Pradesh, in respect of New Tourism Units and Existing Tourism Units undergoing expansion, during the operative period of the policy)*

PART 1

1.1	Category of the Tourism Unit <i>(Please see 'Chapter 9; Definitions', of the Uttar Pradesh Tourism Policy 2018)</i>	Heritage Hotel
1.2	Classification of Heritage Hotel <i>(Please refer 'Point 3; Chapter 11; Incentives for Heritage Properties', of the Uttar Pradesh Tourism Policy 2018, and tick the applicable option)</i>  <input type="checkbox"/> Heritage Hotel <input type="checkbox"/> Heritage Classic <input type="checkbox"/> Heritage Grand	
1.3	Name of the Heritage Hotel	
1.4	Complete Postal Address of the Heritage Hotel <i>(With Telephone, Mobile Number &amp; Email ID)</i>	
1.5	Name of the Legally Authorized Person on behalf of the Heritage Hotel, to sign the application form & subsidy papers <i>(With Designation, Mobile Number and Email ID; Attach Government Photo ID)</i>	
1.6	Name of the Promoter(s) / Owner(s) / Company <i>(Attach additional sheet with a brief note on the business antecedents)</i>	
1.7	Registration Certificate Number & Date <i>(Attach copy, as Issued by the Department of Tourism, Government of Uttar Pradesh)</i>	

1.8	<p>Status of Promoter(s) / Owner(s) / Company (Tick the applicable option and attach the Certificate of Incorporation/Registration, MOA, AOA, PAN (Of the Promoter(s) / Owner(s) / Company &amp; heritage hotel, GSTIN and other relevant incorporation documents from the competent authority)</p> <p><input type="checkbox"/> Public / Private Limited Company</p> <p><input type="checkbox"/> Partnership Firm</p> <p><input type="checkbox"/> Proprietorship Firm / Owner(s)</p> <p><input type="checkbox"/> Society</p> <p><input type="checkbox"/> Trust</p>															
1.9	<p>Registration Number &amp; Date of Establishment (If Applicable) (Of the certified entity, as listed in Point 1.8 of the application form above)</p>															
1.10	<p>Start Date of Commercial Operations (Attach the following documents)</p> <p>I. Copy of first GST return</p> <p>II. Copy of the latest GST return at the time of submission of the application form</p> <p>III. Copy of first lodging/F&amp;B bill</p>															
1.11	<p>Colored Photographs (Attach photographs)</p> <ul style="list-style-type: none"> <li>• Pictures of the original heritage property (Exterior and interior, both), showcasing the architectural features &amp; imminent surroundings of heritage value, frontage of building and architectural style</li> <li>• Pictures of the Heritage Hotel, displaying all four sides and its various facilities, post construction/conversion</li> </ul>	<p><input type="checkbox"/> Attached</p> <p><input type="checkbox"/> Not Attached</p>														
1.12	<p>Bank Details of the Heritage Hotel (Attach a copy of the cancelled bank cheque with name of the authorized signatory. Use additional sheet, if required)</p> <table border="1" data-bbox="268 1612 938 1935"> <thead> <tr> <th data-bbox="268 1612 938 1657">Particular</th> <th data-bbox="944 1612 1473 1657">Details</th> </tr> </thead> <tbody> <tr> <td data-bbox="268 1666 938 1711">Name of the Account Holder</td> <td data-bbox="944 1666 1473 1711"></td> </tr> <tr> <td data-bbox="268 1720 938 1765">Bank Account Number</td> <td data-bbox="944 1720 1473 1765"></td> </tr> <tr> <td data-bbox="268 1774 938 1818">Name of the Bank</td> <td data-bbox="944 1774 1473 1818"></td> </tr> <tr> <td data-bbox="268 1827 938 1872">Bank Branch Address</td> <td data-bbox="944 1827 1473 1872"></td> </tr> <tr> <td data-bbox="268 1881 938 1926">Bank Branch IFSC</td> <td data-bbox="944 1881 1473 1926"></td> </tr> <tr> <td data-bbox="268 1935 938 1980">Bank MICR Code</td> <td data-bbox="944 1935 1473 1980"></td> </tr> </tbody> </table>	Particular	Details	Name of the Account Holder		Bank Account Number		Name of the Bank		Bank Branch Address		Bank Branch IFSC		Bank MICR Code		
Particular	Details															
Name of the Account Holder																
Bank Account Number																
Name of the Bank																
Bank Branch Address																
Bank Branch IFSC																
Bank MICR Code																

PART 2  
(Heritage Hotel Details)

2.1	Brief Description about the Heritage Hotel (Attach additional sheet for this information)		
2.2	Details of the Site		
	I. Land Records (Attach copy of ownership documents in form of Approved Khasra and Site Map)	<input type="checkbox"/> Attached <input type="checkbox"/> Not Attached	
2.3	II. Title (Attach copy of Registered Sale Deed or Lease Deed)	<input type="checkbox"/> Attached <input type="checkbox"/> Not Attached	
	Details of Project Approvals		
2.4	I. Date of Building Permit and name of the approving authority (Attach a copy of building permit)		
	II. Approved Map by the approving authority (Attach a copy of the approved map, site plan & floor plans)	<input type="checkbox"/> Attached <input type="checkbox"/> Not Attached	
2.4	Details of the Construction and Installation of Plant and Machinery (Attach additional documents in support, if required)		
	S. No.	Particulars of Infrastructure	
	I.	Total Area in Sq. Mt.	
	II.	Total Build-up Area in Sq. Mt.	
	III.	Open Space Area in Sq. Mt.	
	IV.	Number of Floors	
	V.	Number of Lettable Rooms (List the number of rooms against each category)	<input type="checkbox"/> AC _____ <input type="checkbox"/> Non-AC _____
	VI.	Number of Beds (List the number of beds against each category)	<input type="checkbox"/> Single _____ <input type="checkbox"/> Double _____
VII.	Main Hall (Area in Sq. Mt. and its seating capacity)		

VIII.	Other Halls <i>(Number of units, area in Sq. Mt. and its seating capacity. If more than one, details are required for all units)</i>	
IX.	Meeting Rooms <i>(Number of units, area in Sq. Mt. and its seating capacity. If more than one, details are required for all units)</i>	
X.	Kitchens <i>(Number of units and its area in Sq. Mt. If more than one, details are required for all units)</i>	
XI.	Restaurants <i>(Number of units, area in Sq. Mt. and its seating capacity. If more than one, details are required for all units)</i>	
XII.	Stores <i>(Number of units, area in Sq. Mt. and its storage capacity. If more than one, details are required for all units)</i>	
XIII.	Swimming Pools <i>(Number of units and its area in Sq. Mt. If more than one, details are required for all units)</i>	
XIV.	Vehicle Parking <i>(Number of units, area in Sq. Mt. and its parking capacity. If more than one, details are required for all units)</i>	
XV.	Other Infrastructure created, necessary to run and operate the heritage hotel <i>(Provide details of other infrastructure, number of units, area in Sq. Mt. and its utilization purpose &amp; capacity)</i>	
XVI.	Details of Plant, Machinery & Apparatus Installed, which is necessary to run and operate the heritage hotel <i>(Provide details of Plant, Machinery &amp; Apparatus Installed, number of units, and its utilization purpose &amp; capacity)</i>	

	XVII.	Details of Common Infrastructure, like Road / power / water / sewerage, etc., on land where ownership is with the heritage hotel <i>(Provide details of common infrastructure, area in Sq. Mt., its utilization purpose &amp; capacity)</i>	
2.5	Total Capital Cost Incurred in constructing the heritage hotel, as certified by the certified Engineer / Valuer <i>(Attach certificate by the certified Engineer / Valuer)</i>		₹
2.6	Total Project Cost, as certified by the Chartered Accountant and as on the date of commercial operations <i>(Attach CA certificate)</i>		
	S. No.	Head of Investment	Amount, in ₹
	I.	Cost of Land	
	II.	Working Capital	
	III.	Cost of Building and Construction	
	IV.	Installation of Plant, Machinery and Apparatus	
	V.	Other Fixed Assets and Infrastructure Created <i>(Specify details)</i>	
	VI.	Creation of Common Infrastructure, like Road / power / water / sewerage, etc., on land where ownership is with the heritage hotel <i>(Specify details)</i>	
	VII.	Other Expenditure <i>(Specify details)</i>	
	TOTAL <i>(This should match with Line item 4 – ‘Total Capital Expenditure’ of Annexure A – CA Certificate)</i>		

2.7	<p>Financial Arrangements (Attach additional sheet for this information)</p> <p>I. Loan from Bank / Financial Institution <u>(Upon approval, the capital investment subsidy will directly be transferred to the loan account. Attach copy of the loan sanction letter, in amount exceeding in respect of Term Loan amount above INR 10 Cr, attached TEV-Techno Economic Viability Report of the financing bank)</u></p> <ul style="list-style-type: none"> <li>▪ Sanctioned Loan Amount: ₹</li> <li>▪ Total Disbursed Amount: ₹</li> <li>▪ Outstanding Loan Amount, as on date: ₹</li> <li>▪ Sanction Date:</li> <li>▪ Loan Tenure:</li> <li>▪ Name of the Bank:</li> <li>▪ Bank Branch Address:</li> <li>▪ Loan Account Number:</li> </ul> <p>II. Self / Promoter's Contribution: ₹</p>
-----	--

-----X-----

PART 3

3.1	Eligible Capital Expenditure on which the subsidy to be claimed (This should match with Line item 1 – 'Eligible Capital Expenditure' of Annexure A – CA Certificate)	₹
3.2	Subsidy Claimed (Please refer 'Appendix 1 – Policy Provision')	₹
3.3	Detail of Capital Investment Subsidy Claimed / Received from any other Department of Central or State Government for this unit (Attach additional sheet for this information)	
3.4	Any other Information or Approvals from the competent authority, applicant feels necessary to share for this claim	

-----X-----

INSTRUCTIONS

1. All applications must be addressed to:  
*The Director General*  
*Department of Tourism, Government of Uttar Pradesh*  
*Paryatan Bhawan*  
*C-13, Vipin Khand, Gomti Nagar, Lucknow – 226010*
2. The heritage hotels must adhere to the conditions listed in ‘Point 2; Criteria for the establishment of heritage hotel’, as listed in ‘Chapter 11; Incentives for Heritage Properties’, of the Uttar Pradesh Tourism Policy 2018
3. Heritage Hotels are entitled to avail, both the Capital Investment Subsidy and the Interest Subsidy. Protected monuments will not be considered under this policy.
4. This incentive is applicable across the state of Uttar Pradesh, in respect of New Tourism Units and Existing Tourism Units undergoing expansion, during the operative period of the policy
5. The capital investment subsidy shall be availed against the bank loan only. Upon approval, the capital investment subsidy will directly be transferred to the loan account
6. The information provided in the application form and all supporting documents must be authentic and valid at the time of submission of the application form.
7. The complete application form and all supporting documents submitted must be self-attested, by the authorized representative of the heritage hotel.
8. All required documents, as listed in the ‘Checklist of Documents’ must be attached with the application form.
9. The Department of Tourism, Government of Uttar Pradesh, may call for any additional documents, if required, from time to time.
10. The application form must be completed in all respect and necessary supporting must be attached with the application form.
11. Use additional sheets, to provide the required information, wherever necessary.

AFFIDAVIT

*(On General Stamp Paper of ₹100/- to be purchased in the State of Uttar Pradesh in the name of the Department of Tourism, Government of Uttar Pradesh, and to be sworn before a Public Notary)*

I/We ..... hereby state that, I/we have registered the Heritage Hotel [Name] \_\_\_\_\_ under the Uttar Pradesh Tourism Policy 2018, with Registration Number \_\_\_\_\_, as issued by the Department of Tourism, Government of Uttar Pradesh.

I/We hereby declare that statements in the application form and enclosed documents are true and correct to the best of my/our knowledge and belief. I/We fully understand that any subsidy amount granted to me/us on the basis of the statement/documents furnished, and failure to abide by the terms and conditions listed under the Uttar Pradesh Tourism Policy 2018 & rules of the Government of Uttar Pradesh, is liable to be returned with a 15% simple interest to the state, otherwise it will be recovered as the land revenue. In case of any change in ownership of the tourism unit by sale, transfer, lease or otherwise, I/we will notify the Director General, Department of Tourism, Government of Uttar Pradesh, will all necessary information, within one month of the transfer becoming effective.

Authorized Signatory  
Seal and Signature  
(With Name, Address, Email ID and Contact Number)

Place:

Date:



ANNEXURE A

(CA Certificate for Capital Expenditure Incurred while establishing a Heritage Hotel eligible for Capital Investment Subsidy under the Uttar Pradesh Tourism Policy 2018)

Certified that the applicant M/s \_\_\_\_\_  
has commissioned a heritage hotel [Name] \_\_\_\_\_  
at [Place] \_\_\_\_\_

This heritage hotel has commenced its commercial operation on \_\_\_\_\_.

The capital expenditure incurred in the heritage hotel as on date of commencement of its commercial operations is as under:

S. No.	Heads of Capital Expenditure	Amount, in ₹
1.	Eligible Capital Expenditure (This should match with Line item 3.1 – ‘Eligible Capital Expenditure on which the subsidy to be claimed’ of the Application Form. Break-up to be provided from line item 1.1 to 1.25)	
1.1	Permanent structure for the project under the ownership and for use of the heritage hotel, erected on land owned by the heritage hotel and which is essential for its commercial operation	
1.2	Boundary wall/s	
1.3	Internal roads, drainage & entrance gate/s	
1.4	Swimming pool/s	
1.5	Store/s	
1.6	Kitchen/s	
1.7	Water supply system (pipeline, tanks, pump house, water treatment plant, etc.)	
1.8	Boiler room and chimney	
1.9	Sewerage treatment plant and waste management system	

1.10	Centralized air conditioning system	
1.11	Power supply system including sub-station, transformer, distribution system and electrification	
1.12	D.G. power backup (for self-use)	
1.13	Telecommunication tower (self-established for own use)	
1.14	Hot & cold water supply system, gas / steam supply line	
1.15	Establishment of sound, light, public address, internet system and network of fixed nature	
1.16	Installation of fire detection and fire-fighting system	
1.17	Installation of non-shiftable plant & machinery for the infrastructure such as kitchen, laundry, health club, spa, convention hall, exhibition hall, etc.	
1.18	Establishment of stationary swing sets, climbing walls, amusement / playing structure, permanent tents, etc. in play areas and parks	
1.19	Other fixed structures and plant & machinery that are essential for the commercial operation of the heritage hotel	
1.20	Fees paid for obtaining technical know-how	
1.21	Installation charges of machinery / equipment / services	
1.22	Approach road, expenditure incurred for power supply including construction of sub-station, pipeline laid, water supply, water tank, pipeline for discharge of waste water & sewerage (On land where ownership is with the heritage hotel)	
1.23	Fixed residential tents for tourists, meant for use round the year and not for temporary use like mela, events or seasonal camps, etc.	
1.24	Solar / Bio energy system	
1.25	Rain water harvesting system	

2.	Ineligible Capital Expenditure – As per Uttar Pradesh Tourism Policy 2018 Ineligible Items <i>(Break-up to be provided from line item 2.1 to 2.8)</i>	
2.1	Working capital	
2.2	Pre-operative and preliminary expenses	
2.3	Second-hand plant and machinery purchased or shifted from within or outside country	
2.4	Interest capitalized	
2.5	Consumable stores, inventories for maintenance or repairs	
2.6	Investment on land required for setting up the heritage hotel, inclusive of the cost of the land	
2.7	Vehicles, furniture and fixtures, cutlery, crockery and utensils	
2.8	Any construction which is in nature of real estate transactions e.g., shops, flats, offices, etc. meant for sale / lease / rent	
3.	Other Expenditures <i>(Expenses not covered under Eligible Capital Expenditure &amp; Ineligible Capital Expenditure. Provide details.)</i>	
4.	Total Capital Expenditure (1+2+3) <i>(This should match with Line item 2.6 – ‘Total’ of the Application Form)</i>	
5.	Arrangement of Capital	
5.1	Loan Amount from Bank / Financial Institution	
5.2	Self / Promoter’s Contribution	
5.3	Contribution from other sources (with details of source)	
	Total (5.1 + 5.2 + 5.3) <i>(This should match with Line item 4 – ‘Total Capital Expenditure’, of the CA certificate)</i>	

CERTIFICATION

Certified that the expenditure incurred and certified herein has been verified from the ledgers including subsidiary ledgers, books of accounts and bank account/s of the heritage hotel. Separate lists of head-wise expenditure are appended with the certificate. Only the expenditure incurred has been taken into account wherein it has been actually incurred and the eligible infrastructure/construction work has been completed.

Date of Issue of Certificate:

Place:

Signature  
Name, Registration No., Membership No.  
Unique Code of the Chartered Accountant  
Address and Seal

CHECKLIST OF DOCUMENTS

(To be attached with the Application Form for the Disbursement of the Capital Investment Subsidy to Heritage Properties under the Uttar Pradesh Tourism Policy 2018)

S. No.	Document/s and Reference Point from the Application Form	Attached / Not Attached	No. of Pages of the Attached Document
1.	Government photo ID of the legally authorized person on behalf of the heritage hotel (Point 1.5) (To sign the application form & subsidy papers)		
2.	Brief note on the business antecedents of the Promoter(s) / Owner(s) / Company of the heritage hotel (Point 1.6)		
3.	Registration certificate (Point 1.7) (As Issued by the Department of Tourism, Government of Uttar Pradesh)		
4.	Documents in support of the status of Promoter(s) / Owner(s) / Company (As applicable) (Point 1.8) <ul style="list-style-type: none"> <li>• Certificate of incorporation/registration</li> <li>• Memorandum of association (MOA)</li> <li>• Article of Association (AOA)</li> <li>• PAN (For both the Promoter/Owner/Company &amp; the heritage hotel)</li> <li>• GSTIN</li> <li>• Partnership deed</li> <li>• Other relevant incorporation documents from the competent authority</li> </ul>		
5.	Government photo ID of the partner(s) / owner of the heritage hotel – Applicable in case of Partnership & Proprietorship Firm (Point 1.8)		
6.	Proof of start of commercial operations (Point 1.10) <ul style="list-style-type: none"> <li>• Copy of first GST return</li> <li>• Copy of the latest GST return at the time of submission of the application form</li> <li>• Copy of first lodging/F&amp;B bill</li> </ul>		
7.	Colored photographs (Point 1.11)		
8.	Cancelled bank cheque with name of the authorized signatory of the heritage hotel (Point 1.12)		

9.	Brief description about the project (Point 2.1)		
10.	<p>I. Land Records Ownership documents (Point 2.2)</p> <ul style="list-style-type: none"> <li>• Approved Khasra</li> <li>• Site map</li> </ul> <p>II. Title (Point 2.2)</p> <ul style="list-style-type: none"> <li>• Registered sale deed or lease deed)</li> </ul>		
11.	Building permit from the approving authority (Point 2.3)		
12.	Approved site plan (Point 2.3)		
13.	Approved floor plans (Point 2.3)		
14.	Certificate of the total capital cost incurred in constructing/converting the heritage hotel, by the certified Engineer / Valuer (Point 2.5)		
15.	CA certificate of the total project cost, as on the date of commercial operations (Point 2.6)		
16.	Loan sanction letter from the Bank / Financial Institution (Point 2.7)		
17.	Annexure A – CA Certificate (Required)		
18.	Affidavit, as included in the application form on general stamp paper of ₹100/- (Required)		
19.	Detailed project report (DPR) (Required)		
20.	Completion certificate from the competent authority (Required)		
21.	Consent to operate, from UP Pollution Control Board (Required)		
22.	Fire NOC (Required)		
23.	Registration under Sarai Act / FSSAI certification (Required)		
24.	Bar license (If applicable)		
25.	Certificate from HRACC (If applicable)		
26.	FSSAI registration/license (As applicable)		
27.	Other documents, if any		

ANNEXURE B

(Illustration for the Calculation of Capital Investment Subsidy)

S. No.	Particular	Details
(A)	Bank Loan Amount	₹4,00,00,000
(B)	Notional Cost (120% of the Bank Loan Amount)	₹4,80,00,000
(C)	Actual Cost (This should match with Line item 4 – ‘Total Capital Expenditure’, of the CA certificate)	₹6,00,00,000
(D)	Ineligible Capital Cost (CA to produce the certificate stating the Ineligible Capital Cost)	₹50,00,000
(E)	Reduced Actual Cost (C–D)	₹5,50,00,000
(F)	Lower Value Between (B) & (E) In this case, it is (B)	₹4,80,00,000
(G)	Capital Investment Subsidy (Per provision of the UP Tourism Policy 2018, which states that ‘Amount equal to the capital funding of 25% of the capital cost of the project cost or INR 1.5 Crore, whichever is less’)	= 25% of (B) = ₹1,20,00,000

Figures used above are purely indicative and have been used for the purpose of illustration only.

Appendix – 1

(Policy Provision)

*(Chapter 11; Incentives for Heritage Properties, Point A; Capital Investment Subsidy)*

- I. Amount equal to the capital funding of 25% of the capital cost of the project cost or INR 1.5 Crore, whichever is less, will be given by the Government of Uttar Pradesh, under the capital investment subsidy for the construction/expansion of heritage hotels. 120% amount of the loan obtained by a promoter from a nationalized bank for any project of construction/extension of heritage hotel, will be considered as the project cost.
- II. 25% of only that portion of this total project cost will be given by the state government as capital investment subsidy, expenditure of which is proposed to be under the capital head. The maximum limit of capital investment subsidy would be INR 1.5 Crore.

-----End of Document-----