

*"Together we can Achieve"*

# NEPAL ASSOCIATION OF TOUR & TRAVEL AGENTS



## MEMBERSHIP FORM

### APPLICATION & COMPANY PROFILE

# Application

The President  
Nepal Association of Tour & Travel Agents  
Kathmandu, Nepal

Dear Sir,

We,.....

Hereby apply for the ACTIVE/PROVISORIAL /ALLIED membership of NATTA.

1. We hereby take a sacred pledge to remain strictly within the rules and regulations of NEPAL ASSOCIATION OF TOUR & TRAVEL AGENTS as enforced from time to time and promise to adhere to the unquestionable ethical standard in carrying out our business without reservation and prevarication of any kind. We note and unhesitatingly accept that any member whose action will be detrimental to or go against the interest of the Association and who shall fail to observe or violate in any way the articles of the Association or the laws & by-laws of the Association or violate any of the rules of business conduct or the covenant established by the Association or whose activities in the view of the Executive Committee is not up to the mark or prejudicial to the Association or is detrimental to the interest of the travelling public, may after due verification be either reprimanded, suspended or expelled from the Association by the Executive Committee for which action the Executive Committee shall not be required to give any reason.
2. To make the above properly effective we affirm explicitly that no part or whole of our income by way of commission or otherwise, as an encouragement incompatible with fair business will be paid to our customers as a commission in respect of business got through them nor will we employ brokers or others in carrying out our business i.e., apart from those bonafide salaried staff working for us. We may, if necessary, cooperate with other members of the Association and share the earning thus received with the said member/members provided that the regulations of the carrier concerned are not violated.
3. We deem it as an ethical obligation to help the Association in all possible ways to find out any breach or breaches of such a sacred pledge on the part of any Agent or Agents who may be party to this covenant.
4. We accept it as our bounden duty to inform to the Association any change in our status, constitution and / or corporate name or address or telephone, fax nos. or email by any reason whatsoever within 20 days of any such change that comes into being.

Yours Truly,

*Office Seal*

Signature  
(Designation)

# Company Profile

To be filled up by applicant wishing to become ACTIVE / PROVISIONAL / ALLIED member of Nepal Association of Tours & Travel Agents

1. Name of the firm \_\_\_\_\_
2. Full Address \_\_\_\_\_  
Telephone # \_\_\_\_\_ Fax # \_\_\_\_\_  
E-mail \_\_\_\_\_ Website \_\_\_\_\_
3. Established on \_\_\_\_\_
4. Name of the individual who will represent the firm at NATTA \_\_\_\_\_
5. Type of Firm : Sole Proprietary Concern / Partnership Firm / A Private Limited Company or A Public Limited Company \_\_\_\_\_
6. Give the name/s of the proprietors, or the Partners, or the Directors of the Company, as the case may be.  
1. \_\_\_\_\_ 4. \_\_\_\_\_  
2. \_\_\_\_\_ 5. \_\_\_\_\_  
3. \_\_\_\_\_ 6. \_\_\_\_\_
7. State the paid-up capital as on date, (in case of Proprietorship or Partnership, state the capital invested). \_\_\_\_\_
8. State whether Travel Agency is your Principal business. If not, what is your principal business and how long has this business been established? \_\_\_\_\_
9. Give the exact strength of the staff exclusively engaged in the Travel Agency business. \_\_\_\_\_
10. Are you General Sales Agents of any Airlines or Shipping Companies? \_\_\_\_\_
11. If you have branch offices, state their full addresses. \_\_\_\_\_
12. Are you an I.A.T.A. approved Passenger Sales Agent? If so, since when? \_\_\_\_\_
13. State if you are the member of any other Association, Society etc. \_\_\_\_\_
14. Are you the Agent of any CRS? If yes, mention : \_\_\_\_\_
15. Give details of General Passenger Sales Agencies held by you. \_\_\_\_\_
16. Are you a member of any Credit Card Organization? If so, state name. \_\_\_\_\_

17. Are you recognized by the Ministry of Tourism, Ministry of Industry, Govt. of Nepal, If so, since when?

\_\_\_\_\_

18. Names of your Bankers with their full addresses.

\_\_\_\_\_

\_\_\_\_\_

19. Give the figure of your annual business turn over.

\_\_\_\_\_

20. Give any other details you feel will enable the Committee to consider your application for membership of the Association.

\_\_\_\_\_

\_\_\_\_\_

Name and signature of the Proposer

\_\_\_\_\_

Date : \_\_\_\_\_

Signature : \_\_\_\_\_

Stamp of the Company

\_\_\_\_\_

Name and signature of the Secunder

\_\_\_\_\_

Date : \_\_\_\_\_

Signature : \_\_\_\_\_

Stamp of the Company

\_\_\_\_\_

**Note : The Proposer and Secunder should be Active Member of NATTA**

Active / Provisional / Allied Membership:

Fees:

Entrance Fee:

Annual Subscription:

Rs.

\_\_\_\_\_

Rs.

\_\_\_\_\_

Rs.

\_\_\_\_\_

## Location Map

## FOR OFFICE USE ONLY :

Decision of Executive Committee: **Approved/Not-approved/Postponed**

Coordinator

NATTA Membership Committee