

MINISTRY OF TOURISM
APPLICATION FORMAT FOR NATIONAL TOURISM AWARDS FOR STAR CATEGORY HOTELS FOR
THE YEAR - 2011-12

| S. No. | Particulars | Information to be filled up by applicant |
|---|---|--|
| 1 | Name of the Hotel | |
| 2 | Star category | |
| 3 | Location of the hotel (Address, Telephone no. with STD code, Fax and E-mail) | |
| 4 | Name of the company with Address | |
| 5 | Name of the General Manager (in block letters) | |
| 6 | Name and address of the contact person/ representative in Delhi if any with: telephone, fax, e-mail, mobile | |
| 7 | Status of classification (category) during 2011-2012 (Category -One star to 5 star deluxe. A copy of the DOT classification / re-classification order to be enclosed) | |
| 8 | No. of rooms (2010-11) No. of rooms (2011-12) | |
| 9 | a) Gross turnover during the year 2010-11 b) Gross turnover during the year 2011-12 c) % increase in turnover in 2011-12 over the previous year | |
| 10. | a) Number of Foreign Guests stayed during the year 2010-2011 b) Number of Foreign Guests stayed during the year 2011-2012 c) %Increase in foreign guest in 2011-2012 over the previous year | |
| Note: Information on point 9 & 10 may be duly certified by the statutory auditors of the Hotel | | |
| 11. | Brief description of the Hotel highlighting the salient features in around 30 words (This may be furnished in block letters) | |
| 12. | High resolution photo/image of the hotel (exterior and interior) a CD to be submitted | |

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| 13. | Has the hotel received an award earlier under this category and if so, the year/s may be indicated | |
| 14. | International Awards & Certification related to service quality, Security, Eco-friendly measures etc. Awards such as Travel + Leisure Awards, CondastTraveller Awards, Institutional Investor ratings (business hotels), Business Traveller award | |
| 15. | Contribution of the hotel in promoting and conducting "Hunar Se RozgarProgramme" | |
| 16. | Any other relevant information | |

Note:

1. Hotel is required to apply separately for each category of National Tourism Award.
2. Incomplete applications will not be considered.
3. Applications not submitted in the prescribed format will not be accepted.
4. In case information is not available for any of the above points then the same be shown as Nil / NA.
5. Hotels which have received first prize in the same category for three years in the last five years will not be considered for the above Award.

MINISTRY OF TOURISM

**APPLICATION FORMAT FOR NATIONAL TOURISM AWARDS FOR
HERITAGE CATEGORY HOTELS FOR THE YEAR - 2011-12**

| S. No. | Particulars | Information to be filled up by applicant |
|---|--|---|
| 1. | Name of the Hotel | |
| 2. | Star category | |
| 3. | Location of the hotel (Address, Telephone no. with STD code, Fax and E-mail) | |
| 4. | Name of the company with Address | |
| 5. | Name of the General Manager (in block letters) | |
| 6. | Name and address of the contact person/ representative in Delhi if any with: telephone, fax, e-mail, mobile | |
| 7. | Status of classification (category) during 2010-2011 (Category - Heritage/Heritage Classic/Heritage Grand). A copy of the MOT classification / re-classification order to be enclosed | |
| 8. | No. of rooms (2010-11) No. of rooms (2011-12) | |
| 9. | a) Gross turnover during the year 2010-11 b) Gross turnover during the year 2011-12 c) % Increase in turnover in 2011-12 over the previous year | |
| 10. | a) Number of foreign guests stayed during the year 2010-11 b) Number of foreign guests stayed during the year 2011-12 c) % Increase in foreign guests in 2011-12 over the previous year | |
| Note: Information on point 9 & 10 may be duly certified by the statutory auditors of the Hotel | | |
| 11. | Brief description of the Hotel highlighting the salient features in around 30 words (This may be furnished in block letters) | |
| 12. | High resolution photo/image of the hotel (exterior and interior) in a CD to be submitted | |
| 13. | Has the hotel received an award earlier under this | |

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| | category and if so, the year/s may be indicated | |
| 14. | International Awards & Certification related to service quality, Security, Eco-friendly measures etc. Awards such as Travel + Leisure Awards, CondastTraveller Awards, Institutional Investor ratings (business hotels), Business Traveller award | |
| 15. | Promotion of arts and crafts by the hotel | |
| 16. | Number of local persons employed annually vis-a'-vis the total manpower of the hotel | |
| 17. | Contribution of the hotel in promoting and conducting "Hunar Se RozgarProgramme" | |
| 18. | Any other relevant information | |

Note:

1. Hotel is required to apply separately for each category of National Tourism Award.
2. Incomplete applications will not be considered.
3. Applications not in the prescribed format will not be accepted.
4. In case information is not available for any of the above points then the same be shown as NIL/NA.
5. Hotels which have received first prize in the same category for three years in the last five years will not be considered for the above Award.

MINISTRY OF TOURISM

APPLICATION FORMAT FOR BEST ECO-FRIENDLY HOTEL - 2011-12

| S. No. | Particulars | Information to be filled up by applicant |
|--|---|---|
| 1. | Name of the Hotel | |
| 2. | Star category | |
| 3. | Location of the hotel (Address, Telephone no. with STD Fax and E-mail) | |
| 4. | Name of the company with Address | |
| 5. | Name of the General Manager (in block letters) | |
| 6. | Name and address of the contact person/ representative in Delhi if any with : telephone, fax, e-mail, mobile | |
| 7. | Status of classification (category) during 2011-2012 (Category -One star to 5 star deluxe/ He Heritage Classic/ Heritage Grand). A copy DOT classification/ re-classification orde be enclosed) | |
| 8. | No. of rooms | |
| 9. | a) Total turnover of the Hotel during the years 2010-2011 and 2011-2012 b) Foreign Exchange earning of the Hotel during the years 2010-11 and 2011-12- also separately in INR equivalent (Note: Should not include money changing at the counter/service for Foreign Exchange) c) Increase/decrease in Foreign Exchange earnings in 2010-2011 as compared to 2011-12 | |
| <p>Note: Information pertaining to point no. 9 (a, b and c) may be duly certified by the statutory auditors of the Hotel</p> | | |

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| 11. | Brief description of the Hotel highlighting the salient eco-friendly features in around 30 words (This may be furnished in block letters) | |
| 12. | Transparency of the property and photographs (Exterior and Interior) | |
| 13. | Information on the following may be furnished: i). ISO certification (copy to be enclosed) ii). HACCP (copy to be enclosed) iii). Ecotel (copy to be enclosed) iv). Upgrading awareness of eco-friendly measures v). Technical updates vi). Strategy to promote eco-friendly measures vii). Measures for energy conservation viii) Measures for water conservation ix) Waste management x) Pollution control for air, water and light xi) Sewage treatment plant (STP) xii) Non CFC refrigeration and air conditioning xiii) Measures for non-usage of plastic xiv) Recycling of materials/waste/refuse etc. xv) Non smoking policy etc. xvi) Use of solar energy xvii) Social responsibilities for the local communities | |
| 14. | Any awards /recognitions received by the hotel for eco-friendly policy | |
| 15. | Has the hotel received a National Tourism Award earlier under this category and if so, the year/s may be indicated | |
| 16. | International Awards & Certification related to service quality, security, Eco-friendly measures etc. Awards such as Travel + Leisure Awards, CondennastTraveller Awards, Institutional Investor ratings (business hotels), Business Traveller award | |
| 17. | Contribution of the hotel in promoting | |

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| | and conducting "Hunar Se Rozgar Programme" | |
| 18. | Any other relevant information | |

Note:

1. Hotel is required to apply separately for each category of National Tourism Award.
2. Incomplete applications will not be considered.
3. Applications not in the prescribed format will not be accepted.
4. In case information is not available for any of the above points then the same be shown as NIL/NA.
5. Hotels which were given first prize in the same category for three years out of the last five years will not be considered for the above Award.

MINISTRY OF TOURISM

APPLICATION FORMAT FOR HOTEL PROVIDING BEST FACILITIES FOR THE
DIFFERENTLY ABLED GUESTS - 2011-12

| S. No. | Particulars | Information to be filled up by applicant |
|--------|--|--|
| 1. | Name of the Hotel | |
| 2. | Star category | |
| 3. | Location of the hotel (Address, Telephone no. with STD Fax and E-mail) | |
| 4. | Name of the company with Address | |
| 5. | Name of the General Manager (in block letters) | |
| 6. | Name and address of the contact person/ representative in Delhi if any with : telephone, fax, e-mail and mobile | |
| 7. | Status of classification (category) during 2011-2012 (Category -One star to 5 star deluxe/ Heritage/ Heritage Classic/ Heritage Grand). A copy of the DOT classification/ re-classification order may be enclosed) | |
| 8. | No. of rooms dedicated for the differently abled | |
| 9. | a) Total turnover of the Hotel during the year 2010-2011 and 2011-2012 b) Foreign Exchange earning of the Hotel during the years 2010-11 and 2011-12 also separately in INR equivalent (Note: Should not include money changing at the counter/service for Foreign Exchange) | |

| | | |
|---|---|--|
| | c) Increase/decrease in Foreign Exchange earnings in 2011-2012 as compared to 2010-11 | |
| Note: Information pertaining to point No. 9 (a, b and c) may be duly certified by the statutory auditors of the Hotel | | |
| 11. | Information on the following may be provided: (i) Features for the differently abled guests in the hotel/ room (ii) No. of differently abled staff employed and facilities provided for them (iii) Facilities for the differently abled guest provided -in the room; lobby; restaurants etc. viz. provision of telephone, toilet, ramp with anti-slip floors wheel chair, dedicated parking, access to all public areas etc. (iii) Facilities for aurally/visually handicapped (signage in Braille) | |
| 12. | Brief description highlighting salient features for differently abled persons in 30 words (This may be furnished in block letters) | |
| 13. | High resolution photo/image of the hotel (exterior and interior) and of the facilities for the differently abled (images may be forwarded by email) | |
| 14. | Has the hotel received an award earlier under this category and if so, the year/s may be indicated | |
| 15. | Any other relevant information | |

Note:

1. Hotel is required to apply separately for each category of National Tourism Award.
2. Incomplete applications will not be considered.
3. Applications not in the prescribed format will not be accepted.
4. In case information is not available for any of the above points then the same be shown as NIL/NA.
5. Hotels which were given first prize in the same category for three years out of the last five years will not be considered for the above Award.

APPLICATION FORMAT FOR NATIONAL TOURISM AWARDS FOR APPROVED INCREDIBLE INDIA BED & BREAKFAST ESTABLISHMENTS

(To be typed in block letters on letterhead of the Unit)

1. Name of the Bed and Breakfast unit :
2. Category – Silver / Gold :
3. No. of Rooms offered by the Bed & Breakfast establishment :
 - i. Lounge / lobby / seating area
 - ii. Parking facility
 - iii. Eco-friendly measures
 - iv. Air-conditioning
 - v. Internet facility
 - vi. Fire/security guard/safety locker/first aid/doctor on call
 - vii. Website/marketing
 - Viii.Press/travel review/recognition received
 - ix. Left Luggage
4. Address/location with Phone No.
STD Code, Fax No., E-mail, Address& Website :
 - (i) Address :
 - (ii) Telephone with STD Code :
 - (iii) Fax No. :
 - (iv) E-mail Address :
 - (v) Website :
5. Name & address of contact person/representative :
 - (i) Address :
 - (ii) Telephone with STD Code :
 - (iii) Fax No. :
 - (iv) E-mail Address :
 - (v) Website :
6. Revenue earned during the year 2011-2012
 - (i) Earning in INR :
 - (ii) Earning in foreign currency (Converted to INR) :

7. A) Total No. of guests stayed during the year 2011-2012
 - (i) No. of Indian guests :
 - (ii) No. of foreign guests :
- B) Total No. of room nights sold during the year 2011-2012
 - (i) No. of room nights for Indian Guest :
 - (ii) No. of room nights for foreign Guest :

8. Brief note of efforts made by the Bed & Breakfast Establishment for promotion of the establishment in not more than 50 words:
9. Brief description of B&B establishment highlighting salient features in 30 words.
10. Any other relevant information:
11. Photographs of (i) Front of Building (ii) Rooms (iii) Bathrooms.
(Hard copy of photographs may be sent along with application.)
12. Status of approval (category) during 2011-2012
(A copy of the DOT approval / re-approval order to be enclosed)

Note: Incomplete Applications will not be accepted.

**APPLICATION FORMAT FOR NATIONAL TOURISM AWARDS FOR Best Chef of the Year Award
- 2011-12**

| S. No. | Particulars | Information to be filled up by applicant |
|--------|---|--|
| 1. | Name | |
| 2. | Date of birth and age | |
| 3. | Present designation | |
| 4. | Employed by hotel / Stand alone Restaurant* | |
| 5. | Name of Hotel / Stand alone Restaurant | |
| 6. | Technical/ vocational/educational qualifications | |
| 7. | No. of years of professional experience | |
| 8. | No. of years in current position | |
| 9. | Area of specialty –Indian cuisine/ Western cuisine/ specific cuisine etc. | |
| 10. | Past experience / departments worked in | |
| 11. | Significant achievements national/ international) in the year 2011-2012. Details of initiatives, creativity, food shows etc. that have been organized nationally/internationally (This should be supported by documents/ press cuttings /photos etc.) | |
| 12. | Innovation / brand creation if any | |
| 13. | Books and articles authored | |
| 14. | Contribution to society if any | |
| 15. | Other noteworthy achievements during the career | |

Note:

1. Incomplete applications will not be considered.
2. Applications not in the prescribed format will not be accepted.
3. In case information is not available for any of the above points then the same be shown as NIL/NA.
4. Chefs who have received a National Tourism Award earlier will not be considered.

* **Stand alone restaurant means an independent restaurant which is not part of a hotel.**

MINISTRY OF TOURISM

**APPLICATION FORMAT FOR NATIONAL TOURISM AWARDS FOR
Best Stand Alone Convention Centre Award**

| S. No. | Particulars | Information to be filled up by applicant |
|---------------|--|---|
| 1. | Name of the Convention Centre | |
| 2. | Location of the Convention Centre i. Address ii. Telephone no. with STD code iii. Fax iv. Email | |
| 3. | Name of General Manager (in block letters) | |
| 4. | Name and address of the contact person/representative in Delhi if any with telephone no., fax no., email, mobile No. | |
| 5. | Details of Plenary Hall (Name and area in sq.ft. with No. of seating) | |
| 6. | No. of Convention halls (should have minimum 3 smaller halls with names and area in sq.ft and No. of seating to be indicated against each hall) | |
| 7. | Facilities: i. Lobby / reception area indicating the No. of registration counters ii. Multi-lingual translation iii. Business centre (facilities/ details to be indicated) iv. Restaurant (No. of covers) v. Public restroom for the differently abled vi. Hotel accommodation if any with No. of rooms vii. Parking space (No. of vehicles-cars/buses) | |
| 8. | Details of exhibition space -area/size in sq.ft. -covered or open space -combination of indoor and outdoor meeting venues availability. | |

| | | |
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| 9. | <p>Number of Conventions and Mega Events held during the year 2010-11 & 2011-12</p> <p>i.Number of International events taken place at the venue</p> <p>ii.Number of National events taken place at the venue</p> <p>iii.Type and size of events</p> | |
| 10. | Total number of delegates handled in a year 2010-11 & 2011-12 | |
| 11. | Impact created by the venue on local economy | |
| 12. | <p>Marketing spend in promoting the region.</p> <p>- how much are the centers encouraging city</p> <p>- have there been events that have benefitted the city as well</p> | |
| 13. | Event Management facilities | |
| 14. | Quality and service delivery | |
| 15. | Certifications the centre has such as ISO, Gold leaf, CMP certified professionals associated with the hotel/convention centre etc. | |
| 16. | Has the Convention Centre received an award earlier under this category and if so, the year/s may be indicated | |
| 17. | Brief description highlighting salient features of the convention centre in 30 words (This may be furnished in block letters) | |
| 18. | High resolution photo/image of the convention centre (exterior and interior) in a CD to be submitted | |
| 19. | Security measures | |
| 20. | Any other facilities | |

NOTE:

1. Incomplete applications will not be considered.
2. Applications not submitted in the prescribed format will not be accepted.
3. In case information is not available for any of the above points then the same be shown as Nil / NA.
4. Convention Centre which has received award in the same category for three years out of the last five years will not be considered

MINISTRY OF TOURISM
APPLICATION FORMAT FOR NATIONAL TOURISM AWARDS FOR
Best Hotel Based Meeting Venue

| S. No. | Particulars | Information to be filled up by applicant |
|--------|--|--|
| 1. | Name of the Hotel Based Meeting Venue | |
| 2. | Location of the Hotel Based Meeting Venue Address Telephone no. with STD code Fax Email | |
| 3 | Name of General Manager (in block letters) | |
| 4 | Name and address of the contact person/representative in Delhi if any with telephone no., fax no., email, mobile No. | |
| 5 | Details of Plenary Hall (Name and area in sq.ft. with No. of seating) | |
| 6 | No. of Convention halls (should have minimum 3 smaller halls with names and area in sq.ft and No. of seating to be indicated against each hall) | |
| 7 | Facilities: i. Lobby / reception area indicating the No. of registration counters ii. Multi-lingual translation iii. Business centre (facilities/ details to be indicated) iv. Restaurant (No. of covers) v. Public restroom for the differently abled vi. Hotel accommodation if any with No. of rooms vii. Parking space (No. of vehicles-cars/buses) | |
| 8 | Details of exhibition space -area/size in sq.ft. -covered or open space -combination of indoor and outdoor meeting venues availability. | |
| 9 | Number of Conventions and Mega Events held during the year 2009-10 & 2010-11 i. Number of International events taken place at the venue ii. Number of National events taken | |

| | | |
|----|--|--|
| | place at the venue iii. Type and size of events | |
| 10 | Total number of delegates handled in a year 2009-10 & 2010-11 | |
| 11 | Impact created by the venue on local economy | |
| 12 | Marketing spend in promoting the region. - how much are the centers encouraging city - have there been events that have benefitted the city as well | |
| 13 | Event Management facilities | |
| 14 | Quality and service delivery | |
| 15 | Certifications the centre has such as ISO, Gold leaf, CMP certified professionals associated with the hotel/convention centre etc. | |
| 16 | Hotel based centers should be min. 4 star category. Status of classification (category) during 2011-12. A copy of the MoT classification / re-classification order to be enclosed | |
| 17 | Has the Hotel Based Meeting Venue received an award earlier under this category and if so, the year/s may be indicated | |
| 18 | Brief description highlighting salient features of the convention centre in 30 words (This may be furnished in block letters) | |
| 19 | High resolution photo/image of the convention centre (exterior and interior) in a CD to be submitted | |
| 20 | Security measures | |
| 21 | Any other facilities | |

NOTE:

1. Incomplete applications and applications not in the prescribed format will not be accepted. Applications may adhere to the prescribed format and in case no information is available, then the same be shown as Nil / NA.
2. Convention Centre which has received award in the same category for three years out of the last five years will not be considered.