

MUNICIPALITY BUDVA

Secretariat for economy and finance – Department for tourism

SUBJECT: Request for offering tourist services (accommodation) to tourists and other persons in residential areas of a categorized unit – RE- CATEGORISATION Categorisation committee

1. Name and address of the accommodation: _____
2. Type of accommodation: _____
3. Current category: _____

I am submitting the following documents:

1. Certified copy of Usage permit – issued by Secretariat for spatial planning and sustainable development.
2. Property paper, (not older than 6 (six) months) – issued by Directorate for property PJ Budva
3. Tax approval from Taxation authority PJ Budva (side building SO Budva – office no. 29)
4. Certificate of incorporation into the Commercial Court central registry Podgorica
5. Tax Identification Number (PIB) certificate, issued by Taxation directorate PJ Budva (side building SO Budva – office no. 29)
6. Proof of payment:
 - 10,00 € on giro account no. 510 – 8176777 – 39 (administrative tax for object operation)
 - 10,00 € on giro account no. 510 – 8176121 – 67 (comitee tax)

Entries 4 and 5 apply only to legal persons.

ANNOTATION:

If the person does not have Usage permit (entry 1), it is necessary to submit the Electricity attestation – expert opinion on applied worker protection measures.

Maximum number of beds per request is 15 (max. number of rooms is 7, max. number of apartments is 2).

With Usage permit, the duration of categorization is 3 (three) years. With Electricity attestation, the duration is 2 (two) years.

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(name and surname of the natural person/legal person – capital letters)

Authorised person-P.O.A. (for legal person)*

(UIN/Tax Identification Number)

(address of residence/seat of legal person)

(contact telephone)

(e-mail address)

(applicant's signature)

*Fill in if the applicant is a legal person