

TOURISM ASSOCIATION

VANUATU TOURISM OPERATORS MINIMUM STANDARDS

Your Name:
Name of Business:
Business Licence Number:
Licence Issuing Authority:
Sub Association:
Date of Assessment:



ASK YOUR ASSOCIATION PRESIDENT FOR HELP
GIVE THE COMPLETED FORM TO YOUR ASSOCIATION PRESIDENT
BEFORE DOING SO TICK THE BOXES BELOW FOR ALL THE STANDARDS YOU MEET

TOURISM ASSOCIATIONS

Association registered with the Vanuatu Financial Commission

A Members' Code of Conduct is required to be in place with every Association.

The Association must have its own Constitution which must incorporate the following:

1. Recognition of the DoT standards as approved by the Department of Tourism's Standards Committee.
2. Must include defined penalties for members non-compliance of the Association rules and members' Code of Conduct.

Association has a minimum of four (4) committee members. The Committee should comprise of the following:

1. President.
2. Vice-President.
3. Secretary.
4. Treasurer.

An Association must have a minimum of seven (7) Members.

Ensure contact details of Association Executives and its Members are made available to the DoT.

Records of every meeting agenda, minutes and other documents must be kept and maintained in an appropriate system for future reference and retrieval as required.

Verify and confirm that all current Members have a Business License or Business Registration and relevant insurance cover(s).

All Members agree to (by way of signing) the Vanuatu Tourism Operators' Code of Conduct.

All Members contribute to the Tourism Marketing Development Fund (TMDF) and proper updated records are available.

Name & Signature of Representative: _____

(By signing, I agree that the DoT may conduct spot checks.)

BUSINESS CONTACT DETAILS CHECK FORM

Contact Person:		
Address:		
Phone No. 1:		
Phone No. 2:		
Email Address:		

HELP US KEEP IN TOUCH
Please complete this form so that the Department can ensure your contact details are correct in our Database.