

Application Form for Entertainments License/Permit

Ref. No.

Date:

**The Chairman
Entertainment License Committee
Dzongkhag/Dungkhag/Municipal Corporation**

.....

A: Personal details

Particulars of the applicant:

Name:Citizenship I.D.....

Fathers' name:.....Citizenship I.D.....

Mothers' name:.....Citizenship I.D.....

Village:Geog:Dzongkhag:

Phone No: (Fixed): (Mobile: Email:

Present Address:.....

B. Details of the establishment

1. Name of the entertainment proposed:
.....

2. Type of entertainment (List entertainment activities)
.....

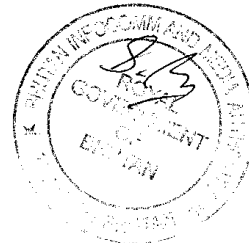
3. Who will manage the entertainment place? (Name of manager & attach a CV)
.....

4. How many staff do you expect to employ? (This can be an estimate)
.....

5. Place & Location of the establishment:
.....

C. Declaration and undertaking

I hereby declare and undertake that:



1. Information given above is true and complete. In the event, if any changes occur on the information provided, I undertake to inform the committee immediately.
2. I understand the provision of the BICM Act 2006, the Entertainment Regulations-2009, Guideline on Places of Entertainment, Licensing Procedures, Technical Standards, Management & Monitoring 2010.
3. In support of my application, I am submitting herewith the following attested copies of the documents:
 - a. Recommendation from local authorities/permanent local citizen.
 - b. Citizenship Identity Card copy
 - b) A proposal to develop and maintaining an Entertainment Place that serves the purpose of the local community; promotes social interactions; creates a safe and welcoming place; has design and features that are visually interesting and Bhutanese; promotes community involvement; and has a unique or special character.
4. I understand that the ELC may grant me a provisional approval letter if my proposal is approved in principle and provide me with a final recommendation letter for grant of license from BICMA after I meet all the requirements as per rules.

Date Signature

For official use by the Dzongkhag/Municipal/City Corporation

Location Clearance:

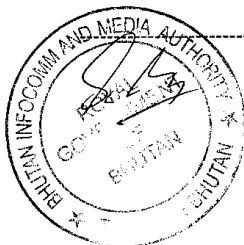
Approved/Not Approved

Seal & Signature of the Dzongkhag/Municipal/City Corporation

 Decision of the Entertainment Licensing Committee

Application is _____ by the Entertainment Licensing Committee on dd/mm/yyyy
(Approved/Not approved)

Chairperson
 Entertainment Licensing Committee



LETTER OF REFERENCE

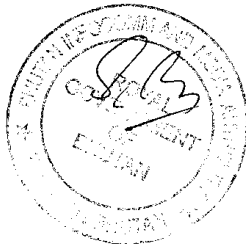
I,(Name, Designation),

Permanent Resident of write this letter of reference to introduce and certify that:

1. The applicant Mr. /Mrs. of(Present Address) is known to me personally for the past years. I understand that he is applying for License/permit,
2. He /She. is a resident of village:.....Geog:..... Dzongkhag:..... bearing citizenship No., Thram No., House No. possesses good moral character and has no adverse record in town/community till date.
3. He/she is very enterprising *(Please expand on this statement if you agree)*
4. He/she has good standing/support from the town/community *(expand on this statement if you agree)*
5. This proposal submitted by Mr./Mrs. will benefit our township/community *(expand on this statement if you agree)*
6. Any other remarks/comments:
.....
.....

(Signature)
Date:

(Seal)
Permanent Address:
Telephone/mobile number:



Ref:

Date:

To,

.....
.....
.....

Sub: Inspection of Establishment and verification of standards

Dear.....

The Committee has reviewed your proposal to establish
Noting that the proposed place of entertainment is in the overall interest of
....., the Committee is hereby deputing the following officials to
inspect the establishment to ensure that the proposal meets all the requirements and
standards specified in rules and guidelines;

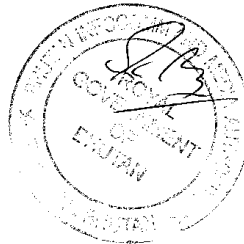
- 1.
- 2.
- 3.
- 4.
- 5.

A copy of the requirement and standards is attached herewith for your reference.

Yours sincerely,

Sd/-

(Chairperson)
Entertainment Licensing Committee



TERMS AND CONDITIONS FOR OPERATING PLACE OF ENTERTAINMENT

1. Basis

- 1.1 The terms and conditions for operating the entertainment place is as per the 'Regulation on Places of Entertainment 2009' issued by the Ministry of Information and Communications in line with clause 122 and 123 of the Bhutan Information, Communications and Media Act 2006.
- 1.2 The focus of the terms is on the licensed premises and the activities of those premises having direct and indirect impact on members of the public living, working or engaged in normal activities in the area.

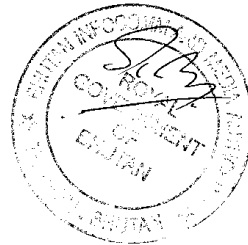
The Licensee agrees:

2 General

- 2.1 To obtain prior written approval from the licensing authority/Dzongkhag/Thromde before making any major structural changes.
- 2.2 Not to change the location of the place of entertainment as the license awarded to me is valid for a particular location.
- 2.3 To seek prior written approval of the licensing authority to transfer license to a second person upon payment of license transfer fees.
- 2.4 Not to lease the license under any circumstances as this will lead to immediate revocation/cancellation of the license.

3. Prevent Crime and Disorder

- 3.1 To ensure that the following offences are not committed within the premises of the place of entertainment to prevent crime and disorder:
 - a. Any attempt to commit a crime
 - b. Aiding and abetting a crime
 - c. Assault, Battery and reckless endangerment
 - d. Sexual harassment
 - e. Theft, robbery and extortion
 - f. Money laundering and smuggling
 - g. Prostitution and other lewd and lascivious conduct
 - h. Sale or use of tobacco or other health hazard substances
 - i. Gambling or betting
 - j. Black marketing
 - k. Rioting
- 3.2 To ensure that "timings" are observed as stipulated in the entertainment license.



4. Ensure Public safety

- 4.1 To deploy bouncers or security persons in uniform at the premise at all times wherever required, mandatory for Drayang and discotheque establishments.
- 4.2 To ensure the licensed premise is free of pollution of any kind- be it noise, air, water, land, unlawful advertisements, etc.
- 4.3 To keep the licensed premise clean at all times.

5. Prevent Public nuisance

- 5.1. To ensure that the licensed premise does not create excessive noise and disturbance.
- 5.2 To prevent overcrowding of the licensed entertainment premises at all times.

6. Protect Children from Harm

- 6.1 Not to admit persons below the age of 18 years into the licensed premise where alcohol is sold and consumed. A signboard to this effect should be prominently displayed at the entrance.
- 6.2. Not to admit students wearing school uniforms into the licensed premise.

7. Miscellaneous

- 7.1. To maintain proper records and documents related to information of one's employees including part-time and freelance employees.

8. Penalties

In the event a licensee violates any of the above terms and conditions and the violation(s) is/are established with evidences, the licensing authorities including the Entertainment Licensing Committees (ELCs) of each Dzongkhags, Thromdes and BICMA shall impose following penalties upon a violating licensee if the said violation is not criminal in nature:

- 8.1 Issue a written warning letter for the first violation.
- 8.2 Impose a penalty fine of Ngultrum ten thousand for the second violation.
- 8.3 Suspend a license for a period of one month followed by automatic cancellation if the licensee does not abide by the terms and conditions stipulated in the suspension order for the third violation.

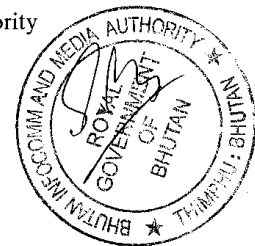
As the above terms and conditions are not exhaustive, the licensee understand that the licensing authority reserves the right to amend the terms and conditions by way of addition, variation or repeal as and when required.

Name of the establishment:

Signature of the Licensee, Date:

Append
legal
stamp

Seal/Signature of Issuing Authority



Undertaking and Surety Bond

Name of the Applicant (Proprietor):..... CID No.....
Name of the Entertainment Place:.....
Place and Location of the establishment.....
Address of the Applicant:
Village:..... Gewog: Dzongkhag:.....
Present address:.....
Phone No. (fixed):..... (Mobile):..... Fax:.....
Name of the surety:..... CID No.:.....
Address of the Surety:
Village:..... Gewog: Dzongkhag:.....
Present address:.....
Phone No. (fixed):..... (Mobile):..... Fax:.....

By signing this form/bond, I/we hereby declare and undertake that:

1. Information given above is true and complete. In the event, if any change occurs on the information provided, I/we undertake to inform the committee immediately.
2. I/We understand the provision of the BICM Act 2006, the Entertainment Regulations-2009, Guideline on Places of Entertainment, Licensing Procedures. Technical Standards, Management & Monitoring 2010 and rules published by BICMA.
3. As a licensee, I hereby undertake to abide by the above laws, regulations and licensing terms and conditions. I also understand that I am liable for penalties/fine or other appropriate actions if I violate or breach applicable laws, regulations, rules, guidelines and licensing terms and conditions.

Pls. Affix Legal Stamp

**Applicant's signature/
Authorized signatory of the owner of the Entertainment establishment**

I hereby undertake to take all responsibility to pay fines on behalf of the applicant should he/she fails to abide by this undertaking.

Surety's signature

Pls. Affix Legal Stamp

Witness signature

Name:

Village:.....Gewog.....Dzongkhag.....CID No.....

Date:

