
Msunduzi Pietermaritzburg Tourism Association

Publicity House

177 Chief Albert Luthuli Street

Pietermaritzburg

3200



Tel: 033 3451348 Fax: 033 3943535 E-mail: admin@pmbtourism.co.za
www.pmbtourism.co.za

MEMBERSHIP APPLICATION FORM 2018/19

Vat Reg No: _____

Name of Business: _____

Type of Business: _____

Membership category: _____

Physical Address _____

Postal Address: _____

Code: _____

Telephone No: _____ Fax No: _____

Cellphone No: _____ E-mail: _____

Website: _____

Star Graded: _____

Contact Name: _____

Signature: _____

Date: _____

Please tick relevant box:

Members Date of Birth:

Proof/Copy of Special Consent:

Account Number: OFFICE USE ONLY

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Notes & Conditions

General

- Msunduzi Pietermaritzburg Tourism Association membership runs from July – June yearly.
- **Membership should be renewed every July by completing a brand new application form, notice of which is given.**
- Brand new members to the organization pay a pro – rata rate when joining from September onwards.
- Existing members on renewal pay the full price.
- Cancellation of membership must be indicated by completing a cancellation form.

Tour Guides

- **Required Documents.**
 1. Tour Guiding Accredited Certificate NQF 2 or NQF 4
 2. Copy of Certified Identity Document

Tour Operators

- **Required Documents.**
 1. BBBEE Certificate/Business Certificate
 2. Department of Transport Permit
 3. Copy of Certified Identity Document

Accommodation Establishments – It is imperative that all 3 steps are completed

- **Required Documents.**
 1. BBBEE/Business Certificate
 2. Special Consent
 3. Copy of Certified Identity Document

STEP 1

Obtain Special Consent from Msunduzi Municipality

Contact: 3922176

5th Floor Symmons Centre

Usually takes between 3 to 4 months

They will then circulate the application for special consent to the Health Dept, who will then come to check the B&B to see if it conforms to regulations.

STEP 2 – Annual membership

Register with a local tourism authority, i.e. Msunduzi Pietermaritzburg Tourism Association

Contact: 033 3451348

STEP 3 – Annual membership

Tourism establishments are reminded that registration with Tourism KwaZulu-Natal (TKZN) has been taken over by the Department of Economic Development Tourism and Environmental Affairs (EDTEA), headquartered in Pietermaritzburg. The following points are important: the copy of the owner’s ID must be certified and seven photos of an establishment must be supplied on CD or e-mailed to nosipho.zondi@kznedtea.gov.za: Tourism product owners who have already paid their registration fees to TKZN will be accepted, but in future must be paid over to the EDTEA. Once the four-page registration form has been completed and submitted, payment must be paid and proof of payment either faxed to: 0862758378, posted to Sthembiso Nosipho Zondi at P/Bag X 9152, Pietermaritzburg, 3200 or hand delivered to 217 Burger Street, Calder House, Pietermaritzburg, 3201. Contact no: 033 2649316

According to regulations that were promulgated on 13 May 2004 under section 32(f) and (i) of the KwaZulu-Natal Tourism Authority Amendment Act, 2002, certain tourism related enterprises may voluntarily register with Tourism KwaZulu-Natal, if they have not done so already. However, in terms of these regulations registration is mandatory for enterprises whose primary object is to provide services and facilities to tourists in the province of KwaZulu-Natal.

PLEASE TICK THE BOXES THAT ARE APPLICABLE TO YOU. PLEASE CALL 033-345 1348 FOR HELP IN COMPLETING THIS FORM.

TELL US ABOUT YOUR BUSINESS

<p><u>Accommodation Establishments</u> <i>Please complete this section</i> <i>Please supply 50 word description of your establishment for the accommodation database.</i></p> <p>Total Number of Rooms: _____ No of single rooms: _____ No of double rooms: _____ Number of twin rooms: _____ <input checked="" type="checkbox"/> Self – Catering <input checked="" type="checkbox"/> B&B <input checked="" type="checkbox"/> Guesthouse</p> <p><input type="checkbox"/> Backpackers</p>
<p>PLEASE TICK RELEVANT CATERGORY</p> <p><u>Rates Per Person</u> Self – Catering: _____ B&B: _____ Dorms: _____ Single supplement: _____ Camping: _____ Special Group rates: _____</p> <p><input checked="" type="checkbox"/> Long-term availability</p>

<p><input checked="" type="checkbox"/> En-suite – bath/Shower <input checked="" type="checkbox"/> Away from main house <input checked="" type="checkbox"/> Air – con <input checked="" type="checkbox"/> Conference facilities Details: _____ _____</p> <p>Distance from CBD _____</p> <p><u>Facilities offered:</u> <input checked="" type="checkbox"/> Safe undercover parking <input checked="" type="checkbox"/> Tea & Coffee in room <input checked="" type="checkbox"/> Bar <input checked="" type="checkbox"/> Disable friendly <input checked="" type="checkbox"/> Fax/Email facilities <input checked="" type="checkbox"/> Pool <input checked="" type="checkbox"/> TV <input checked="" type="checkbox"/> MNET <input checked="" type="checkbox"/> DSTV <input checked="" type="checkbox"/> Dinner available <input checked="" type="checkbox"/> Laundry <input checked="" type="checkbox"/> Tennis court <input checked="" type="checkbox"/> Credit card facilities <input checked="" type="checkbox"/> Pets allowed</p>
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<p><u>Restaurants & Food Establishments</u> <u>PLEASE TICK RELEVANT CATEGORIES</u></p>
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Number of seats: _____
 Bar
 Secure parking
 Breakfast
 Lunch
 Dinner
 Live entertainment
 A-la Carte menu
 Buffet
 Specialty Details:

Corporate Companies
 Product type: _____
 Nature of business: _____

Tour guides
 Area of service: _____
 Own vehicle: _____
 Max pax: _____
 Languages: _____
 Certificates & Licenses: _____

Clubs & Societies
 Chairman's Name: _____
 Date & Time of meetings:

 Meeting venue: _____
 Type of club: _____

Tour Operators & Car Rentals
 Area of service: _____
 Type of vehicle: _____
 Max pax: _____
 Languages: _____
 Licenses/Dept of Transport Permit: _____

Membership	Membership Category	Benefits	
Business Type	All accommodation establishments & Restaurants	<ul style="list-style-type: none"> ▪ Membership Certificate ▪ Voting Rights at the AGM ▪ Monthly Newsletter ▪ Brochures displayed at the Publicity House. ▪ Listing in Tourism Directory on the website with contact details ▪ Regular updates on "What's On" in Pietermaritzburg ▪ 	R550.00

Business Type	Transportation: Car Rentals, Tour Operators,	<ul style="list-style-type: none"> ▪ Membership Certificate ▪ Voting Rights at the AGM ▪ Monthly Newsletter ▪ Brochures displayed at the Publicity House. ▪ Listing in Tourism Directory on the website with contact details ▪ Regular updates on “What’s On” in Pietermaritzburg ▪ 	R550.00
Business Type	All Tourism Attractions: Museums Parks Etc.	<ul style="list-style-type: none"> ▪ Membership Certificate ▪ Voting Rights at the AGM ▪ Monthly Newsletter ▪ Brochures displayed at the Publicity House. ▪ Listing in Tourism Directory on the website with contact details ▪ Regular updates on “What’s On” in Pietermaritzburg 	R550.00
Business Type	All Emerging Tourism Business: Tour Guides	<ul style="list-style-type: none"> ▪ Membership Certificate ▪ Voting Rights at the AGM ▪ Monthly Newsletter ▪ Brochures displayed at the Publicity House. ▪ Listing in Tourism Directory on the website with contact details ▪ Regular updates on “What’s On” in Pietermaritzburg 	R300.00
Business Type	Schools , Clubs & Societies , NGO’s	<ul style="list-style-type: none"> ▪ Membership Certificate ▪ Voting Rights at the AGM ▪ Monthly Newsletter ▪ Brochures displayed at the Publicity House. ▪ Listing in Tourism Directory on the website with contact details ▪ Regular updates on “What’s On” in Pietermaritzburg 	R300.00
Business Type	Individuals Members	<ul style="list-style-type: none"> ▪ Membership Certificate ▪ Voting Rights at the AGM ▪ Monthly Newsletter ▪ Regular updates on “What’s On” in Pietermaritzburg 	R100
Business Type	Youth – Individuals under 25 years of age	<ul style="list-style-type: none"> ▪ Membership Certificate ▪ Voting Rights at the AGM ▪ Monthly Newsletter ▪ Regular updates on “What’s On” in Pietermaritzburg 	R50

Banking Details:

Account Name: Msunduzi Pietermaritzburg Tourism Association

Standard Bank Pietermaritzburg

Acc No: 25 75 92105

Branch code: 057525