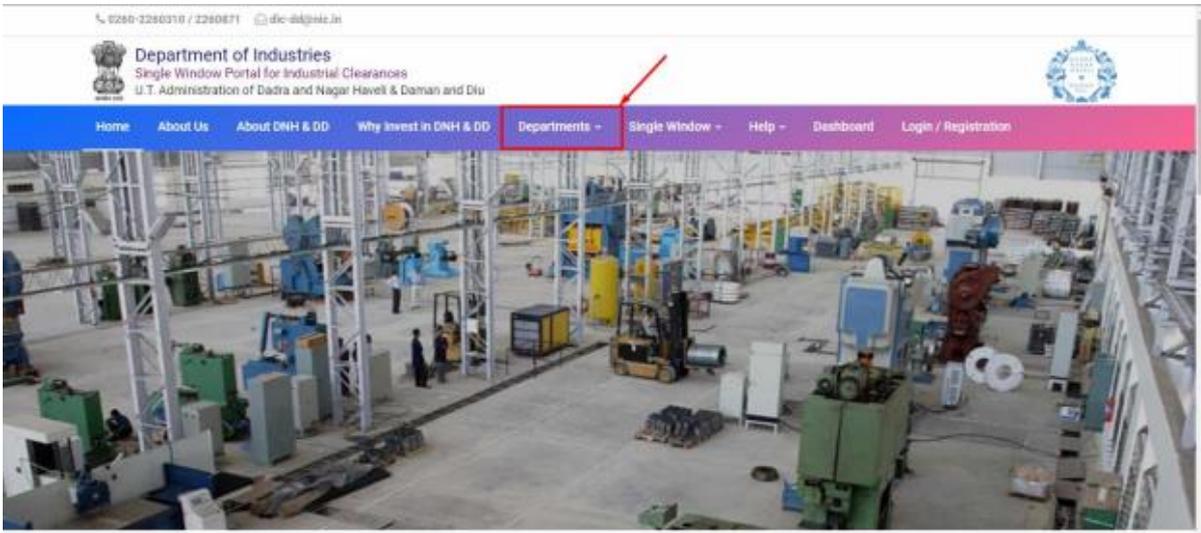


Travel Agency Registration Renewal

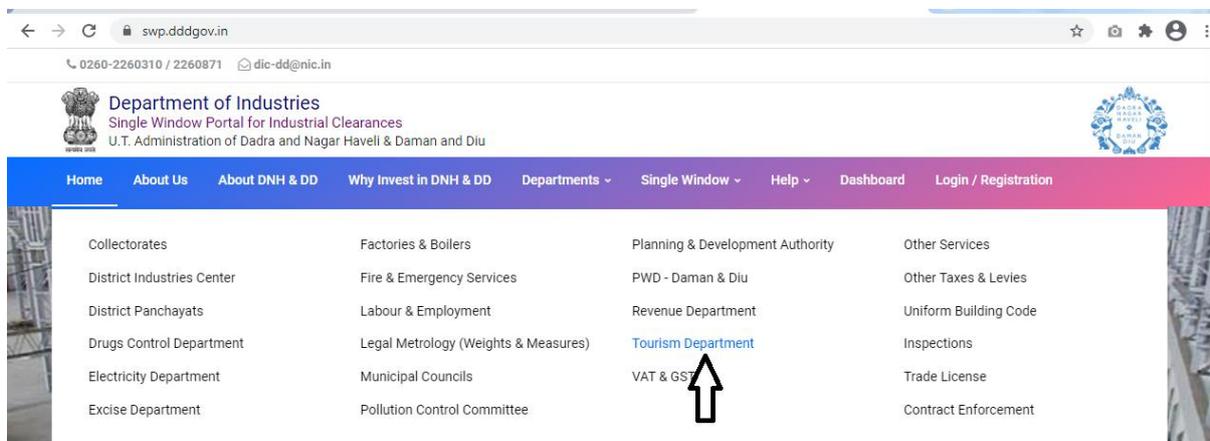
1	Name of Approval / NoC/ Licence/ Registration	Travel Agency Registration Renewal
2	Competent Authority	Director (Tourism), DNH & DD
3	Applicability Criteria	To all the travel agencies registered with the department.
4	Stage	Post-Establishment/Post-operation
5	SLA/ Number of Days	21 Days
6	Documents Required	Required documents: 1. Registration of firm/company (Issued by Municipality or Concerned Panchayat)
7	Form Submission	https://swp.dddgov.in/main#travelagent_renewal
8	Procedure for getting license	Step 1. The applicant submits the application in the prescribed format to the department with all the necessary documents. Step 2. The authority examines the agency's records of the previous year and checks if any adverse information has come to knowledge. Step 3. If approved, the registration for operating the travel agency is renewed.
9	Fee & Mode of Payment	Fees: 1. Rs. 500/- Mode of Payment: Demand draft

User Guide for online application for Renewal of Travel Agency under Daman & Diu Tourist Trade Act .

1. Open the website: <https://swp.dddgov.in/> and click on Department menu.



2. Click on Tourism Department from the menu.



- From the Department's page, click on "Click here" button besides the name of the service "Travel Agency Form - Renewal".

Department of Industries
Single Window Portal for Industrial Clearances
U.T. Administration of Dadra and Nagar Haveli & Daman and Diu

Home About Us About DNH & DD Why Invest in DNH & DD Departments Single Window Help Dashboard Login / Registration

Home Departments Tourism Department

Tourism Department

On the basis of recommendation made by the DIPP, Government of India and Information provided by the concern departments regarding Time lines and Competent Authority for necessary Clearances/NOCs/Permissions/Renewals, Single Window Agency hereby notifies the following Services, the time frames within which these are to be provided to the citizens, Competent Authority and deemed approval authority as per schedule given below:

Sr. No.	Name of Service	Apply Link	Department Name	Timeline (Working Days)	Fees / Procedure / Checklist	Designation of the Authority Responsible to Deliver the Services	1st Appellate Authority for Grievance Redressal	2nd Appellate Authority for Grievance Redressal
1	Hotel & Home stay/Bed & Breakfast registration Form	Click Here	Tourism Department	21 Days	View	Director (Tourism)	Secretary (Tourism)	
2	Hotel & Home stay/Bed & Breakfast registration Renewal Form	Click Here	Tourism Department	21 Days	View	Director (Tourism)	Secretary (Tourism)	
3	Travel Agent Registration Form	Click Here	Tourism Department	21 Days	View	Director (Tourism)	Secretary (Tourism)	
4	Travel Agency Form - Renewal	Click Here	Tourism Department	21 Days	View	Director (Tourism)	Secretary (Tourism)	
5	Tourism Event - Performance License	Click Here	Tourism Department	21 Days	View	Director (Tourism)	Secretary (Tourism)	

- Enter your mobile number and the pin which was generated on your mobile number to login.

Single Window Portal for Industrial Clearances
U.T. Administration of Dadra Nagar Haveli & Daman and Diu

Login into your account!

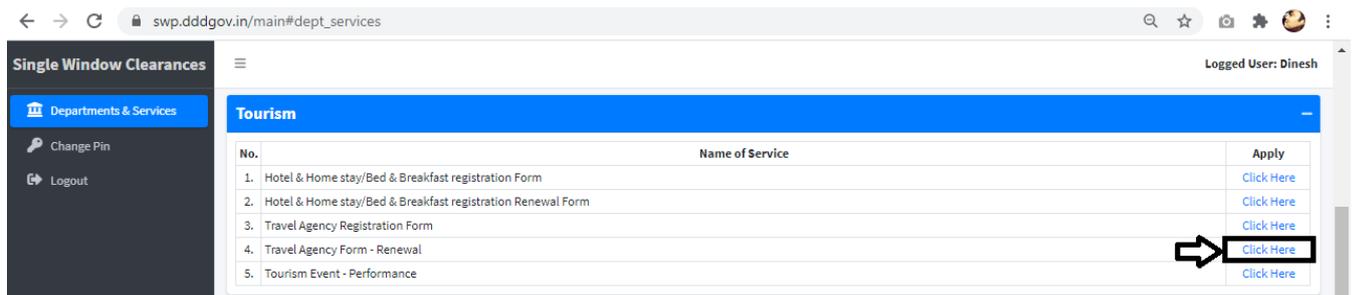
Mobile Number

Pin [Forgot Pin? Click Here.](#)

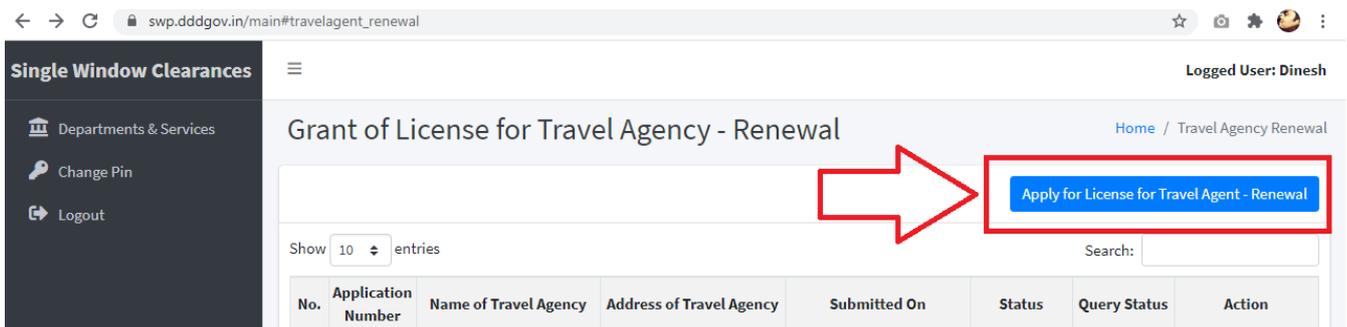
[Login](#) [Back to Home](#)

[Don't have an account? Registration](#)

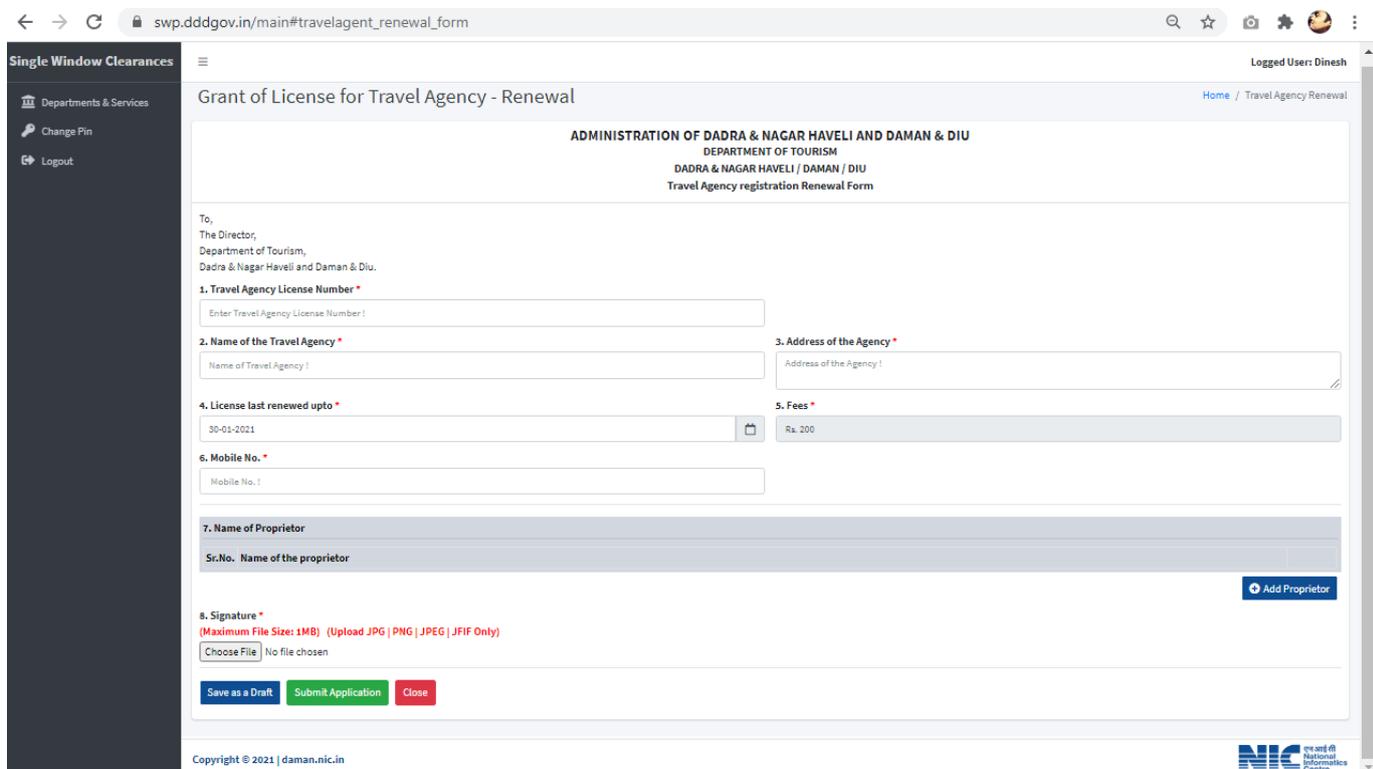
5. After logging in, click on Department & Services and scroll down to the services of Tourism Department. Click on the button “click here” besides the “Hotel & Home stay/Bed & Breakfast registration Form” service.



6. Click on the “Apply for License for Travel Agency Renewal” button.



7. Fill the entire form and then click on submit button at the bottom of the form.



8. After clicking on submit button, you can see the tracking status of your application, Query Status and Action. Click on Action Button to view or to download your form.

swp.dddgov.in/main#travelagent_renewal

Single Window Clearances

Departments & Services
Change Pin
Logout

Grant of License for Travel Agency - Renewal

Apply for License for Travel Agent - Renewal

Show 10 entries

No.	Application Number	Name of Travel Agency	Address of Travel Agency	Submitted On	Status	Query Status	Action
1	TAR00004	Yatra Travels	Nani Daman	30-01-2021	Application Submitted		

9. Click on "Form" to view your submitted application.

swp.dddgov.in/travelagent_renewal/generate_form

Form

1 / 1 | 100%

ADMINISTRATION OF DADRA & NAGAR HAVELI AND DAMAN & DIU
DEPARTMENT OF TOURISM
DADRA & NAGAR HAVELI / DAMAN / DIU
Travel Agency registration Renewal Form

1. License registration no. - TESTING

2. Name of the Agency - Yatra Travels

3. Address of the agency - Nani Daman

4. Name of the proprietor -

5. License last renewed up to - 01-01-2022

10. After the department approves your application, the option to "pay your fees" will be displayed.

swp.dddgov.in/main#travelagent_renewal

Single Window Clearances

Departments & Services
Change Pin
Logout

Grant of License for Travel Agency - Renewal

Apply for License for Travel Agent - Renewal

Show 10 entries

No.	Application Number	Name of Travel Agency	Address of Travel Agency	Submitted On	Status	Query Status	Action
1	TAR00004	Yatra Travels	Nani Daman	30-01-2021	Fees Pending	-	

View Form Payment Requested Pay Your Fees

11. Choose your preferred mode of payment and click on “submit”.

Single Window Clearances

Departments & Services
Change Pin
Logout

Grant of License for Travel Agency - Renewal

Logged User: Dinesh

Apply for License for Travel Agent - Renewal

Search:

No.	Application Number	Name of Travel Agency	Address of Travel Agency	Submitted On	Status	Query Status	Action
1	TAR00004	Yatra Travels	Nani Daman	30-01-2021	Approved	-	+

Showing 1 to 3 of 3 entries

Submit Close

12. After the payment is approved from the department, the “Download Certificate” button shall be visible.

Single Window Clearances

Departments & Services
Change Pin
Logout

Grant of License for Travel Agency - Renewal

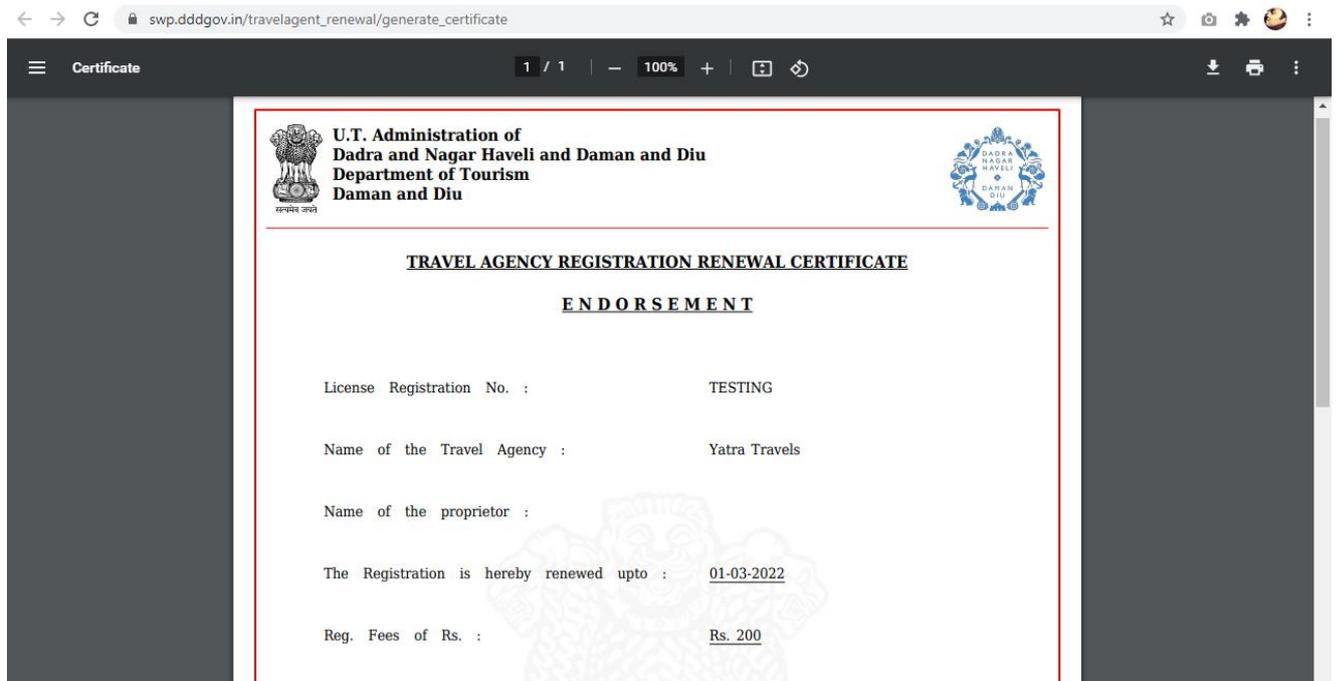
Logged User: Dinesh

Apply for License for Travel Agent - Renewal

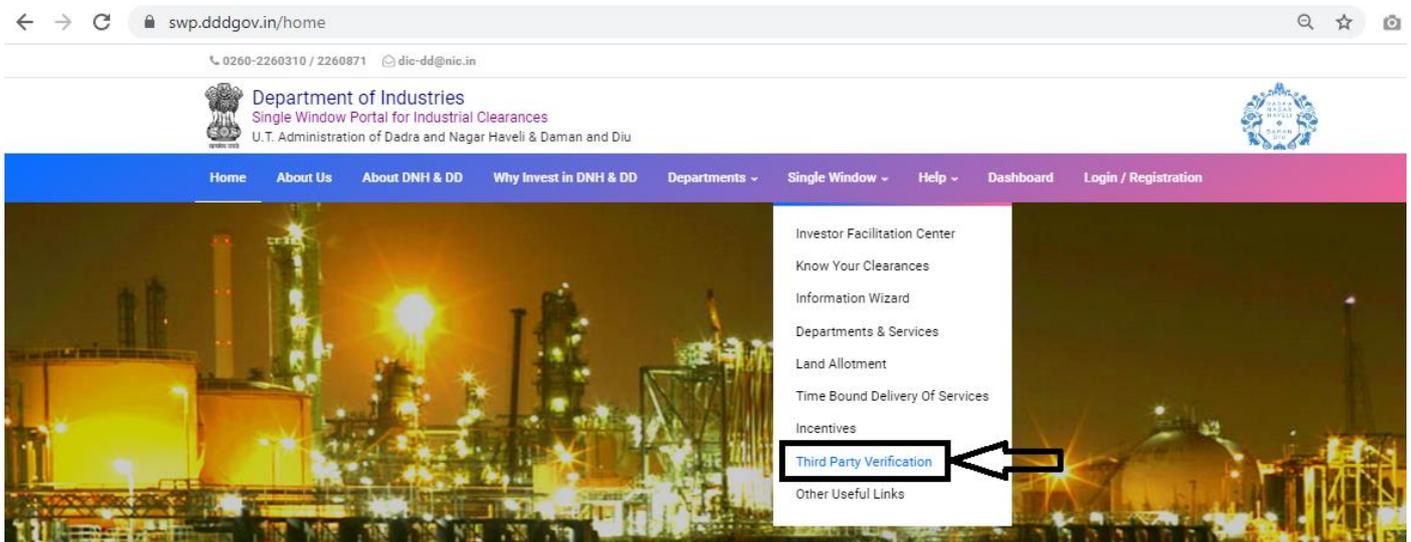
Search:

No.	Application Number	Name of Travel Agency	Address of Travel Agency	Submitted On	Status	Query Status	Action
1	TAR00004	Yatra Travels	Nani Daman	30-01-2021	Approved	-	View Form Payment Requested Pay Your Fees Download Certificate

13. The applicant can download the Renewed License for Travel Agency by clicking the above mentioned button.



14. For Third Party Verification of the issued certificates, go to – swp.dddgov.in and click on “Single Winow” menu. Then click on “Third Party Verification”.



15. Enter the barcode/certificate number and click on "Verify".

The screenshot shows a web browser window with the URL swp.dddgov.in/everify. The page header includes the Department of Industries logo and contact information: 0260-2260310 / 2260871 and dic-dd@nic.in. The main navigation menu contains: Home, About Us, About DNH & DD, Why Invest in DNH & DD, Departments, Single Window, Help, Dashboard, and Login / Registration. A breadcrumb trail at the bottom of the header reads: Home > Single Window > Certificate Verification.

Certificate Verification

Barcode / Certificate Number (9 Digit) 

Enter Proper 9 Digit Number !

Verify