

## Services Guide

### Private Tourism Accommodation Facility Regulations

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Deputyship of Regulatory Affairs and Policies

Licensing & Classification Department

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## Introduction:

The Ministry of Tourism is responsible for regulating, developing, and promoting the tourism sector in KSA, as well as enhancing its role and overcoming obstacles to growth in accordance with the Kingdom's status and values. The Ministry also aims to develop the tourism industry through integrated tourism programs and activities that will meet all tourists needs during their trip. The Ministry strives to encourage the private sector to play an important role in the development and establishment of investment tourism facilities.

Dear investor, we have developed this guide to determine the procedures for the authorization services for activities related to a tourism accommodation facility via the Ministry of Tourism's electronic platform for tourism activities, and the conditions and requirements of each procedure, based on the Tourism Law and the Tourism Accommodation Facility Regulations.

## Permit issuance:

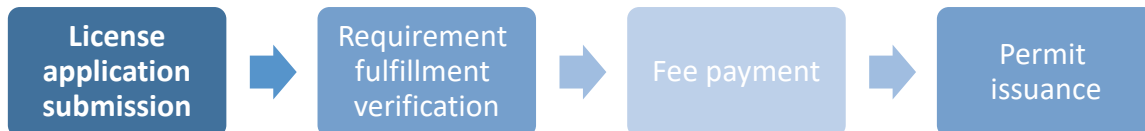
### Service description

To provide daily overnight accommodation through a private real estate unit and obtain a permit for a private tourism accommodation facility, one must comply with the following requirements:

### Service duration

One business day

### Permit issuance - Service journey:



#### 1-1 Permit issuance application submission:

Visit the Tourism Activities Licensing Portal (TLG) and make sure the following conditions and requirements are met:

1. Applicants must fill out the private tourism accommodation facility permit form and provide the required data.
2. Applicants must be Saudi nationals.
3. Applicants must also submit an electronic title deed or rental contract proving their right to benefit from the facility subject to the permit, as applicable.
4. Other real estate owners' non-objection to daily lease of private tourism accommodation locations.
5. Applicants must declare that the information provided is true upon request submission.

#### 1-2 Requirement fulfillment verification:

The Ministry will verify that the applicant and the private tourism accommodation facility have met the requirements. The ministry will check the following:

1. The private tourism accommodation facility must be located within a property designated for residential or agricultural use.
2. The total number of permits issued to the permit holder in one property should not exceed (3) permits.
3. The number of permits issued to the applicant shall not exceed (8) permits, unless a contract with a service provider is submitted for the management of tourism accommodation facilities licensed by the Ministry.
4. The permit request shall not target a geographic scope or a period of time that was the object of a permit suspension.

### 1-3 Fee payment:

- The applicants will be informed of the financial fees' total amount (via the TLG portal) and will have up to (30) days to pay after receiving the notification. If payment is not received before the deadline, the application will be canceled, and the applicants will be notified.
- The permit fees are as per the table below:

Fee (in Saudi Riyals)
1,100

### 1-4 Permit issuance:

The permit will be issued by the Ministry upon receipt of payment. The permit holder can print out the permit through the TLG portal (there is no service for issuing a replacement permit). After the permit has been issued, the permit holder shall abide by the following:

1. The permit holder shall not directly market the private tourism accommodation facility, but rather through travel and tourism service providers licensed by the Ministry.
2. The permit holder is required to display the permit inside the private tourism accommodation facility where it is clearly visible to visitors (entrance, seating area, etc.).
3. The permit holder is required to display the general rules for using the private tourism accommodation facility in a conspicuous place, such as the entrance, seating area, etc. The following information must be included in these instructions: how to use parking lots, how to dispose of waste, how to use equipment, what is and is not acceptable behavior, what to do with lost items, what to do in an emergency, the customer service number, the Ministry of Tourism phone number, etc.

**Visit the Ministry's website at [www.mt.gov.sa](http://www.mt.gov.sa) to view additional operation-related obligations, as well as the private tourism accommodation facility regulations in the chapter on the permit holder's obligations.**