



# HOTEL AND RESTAURANT ASSOCIATION OF NORTHERN INDIA

CIN No.: U55101DL1952NPL002161

REG. OFF. : 406/75-76, MANISHA BUILDING, NEHRU PLACE, NEW DELHI - 110019

TELEPHONE : 011- 41306628, 42804416

E-mail: hrani.1950@gmail.com, Website: www.hrani.net.in

## APPLICATION FORM

(Hotel Category)

We desire to be elected as member of the Hotel & Restaurant Association of Northern India as Hotel Member.

If elected, we agree to abide by the Memorandum & Article of Association, to pay the subscription rate for the time being in force and to implement, as far as practicable, the policy of the Association.

- ☐ 5 Star Deluxe      ☐ 5 Star      ☐ Heritage Classic/Grand      ☐ 4 Star      ☐ Unclassified
- ☐ Heritage (Basic)      ☐ 3 Star      ☐ 2 Star      ☐ 1 Star

1. **Name of the Establishment** (Block Letters) \_\_\_\_\_
2. **Ownership Company** \_\_\_\_\_
3. **Location of Unit** : \_\_\_\_\_
4. **City** \_\_\_\_\_ **PIN Code** \_\_\_\_\_ **State** \_\_\_\_\_
5. **Tel.:** (STD Code \_\_\_\_\_ ) \_\_\_\_\_ **Fax :** (STD Code \_\_\_\_\_ ) \_\_\_\_\_
6. **E-mail :** \_\_\_\_\_ **Website :** \_\_\_\_\_
7. **Name of General Manager / Manager In-charge:** \_\_\_\_\_ **Mobile:** \_\_\_\_\_  
**Address of Correspondence:** \_\_\_\_\_  
**Phone:** \_\_\_\_\_ **Fax:** \_\_\_\_\_ **E-mail:** \_\_\_\_\_
8. **Year of Establishment** \_\_\_\_\_
9. **Ownership :-** \_\_\_\_\_
10. **Strength of Staff** \_\_\_\_\_
11. **Please attach the following licence: (Any Two)**

- |   |                          |
|---|--------------------------|
| 1. Trade / MCD/ Nagar Palika / Sarai Act/ Gram Panchayat                              | <input type="checkbox"/> |
| 2. FSSAI  | <input type="checkbox"/> |
| 3. Excise license ( Bar)  | <input type="checkbox"/> |
| 4. NOC from Fire (based on current rules)   | <input type="checkbox"/> |
| 5. NOC from Police / Eating house from District Magistrate                            | <input type="checkbox"/> |
| 6. Classification Certificate / Approval from Department of Tourism (State / Central) | <input type="checkbox"/> |

12. **Copy of Menu Card/ Tariff Card**

### CHECK NOTE: - FOR OFFICE USE ONLY

Licenses ☐      Authorized Signatory Form ☐      Recommendation ☐  
FHRAI Form ☐      Tariff card. ☐      Data Fact Sheet Form ☐  
Date of Approval : \_\_\_\_\_      Membership No. : \_\_\_\_\_

(Signature issuing authority)

**13. NUMBER OF ROOMS****AC****Non-AC**

a) Single

b) Double

c) Suite

Total Rooms

**DETAILS OF THE RESTAURANT (S)**

	NAME	Seating Capacity	Cuisines	AC (Y/N)
1.				
2.				

**GSTIN DETAILS (Please attach A copy of GST ARN Certificate)**

Company / Vendor Name: \_\_\_\_\_

Registered Address as per GST Registration: \_\_\_\_\_

State: \_\_\_\_\_ State Code: \_\_\_\_\_

Provisional GST ID: \_\_\_\_\_ HSN Code / SAC: \_\_\_\_\_

ARN No.: \_\_\_\_\_ PAN No.: \_\_\_\_\_

**We are enclosing a D.D. of Rs. \_\_\_\_\_ in favour of "HRANI" payable at New Delhi.****D.D.No. \_\_\_\_\_ Dated \_\_\_\_\_ Bank & Branch \_\_\_\_\_**

The above information and documents provided are correct &amp; authentic to the best of my knowledge.

Signature of Authorised Signatory

Name: \_\_\_\_\_

Designation: \_\_\_\_\_

Mobile No. : \_\_\_\_\_

**The membership fee is as follows (The fee to words membership only be accepted/submitted after the approval of MC)**

Hotel Category	5 Star dlx, 5 Star, Heritage Classic./Grand	4 Star, Heritage	3 Star	2 Star & Below
Entrance Fee	13200	11000	8800	6600
Annual Subscription	18150	9680	7260	5445
Legal Fund	1100	1100	1100	1100
Listing Fee	220	220	220	220
Total	32670	22000	17380	13365
GST (18%)	5881	3960	3128	2406
<b>Net Amount</b>	<b>38551</b>	<b>25960</b>	<b>20508</b>	<b>15771</b>

## **CRITERIA FOR HOTEL MEMBERSHIP**

1. The Hotel must have minimum 10 rooms and hold a license granted by the Competent Government Authority to run as hotel.
2. The Hotel must be functioning hotel having a minimum of 10 let table bedrooms out of which at least 25% of the bedrooms should have attached bathrooms and for the remaining rooms there should be one bathroom for every four rooms.

Note: If your hotel has not yet started operating, you will be eligible for Associate Membership till such time your hotel/restaurant starts operating. When eligible, you may write for change of category, viz. Hotel or Restaurant supported by Licenses from Municipal Corporation/Police etc.

3. A Restaurant within the hotel (who is HRANI member) can also apply for separate membership. This is allowed for one restaurant for a hotel with 25-100 rooms & two restaurants for hotels with above 101 rooms. Such restaurant members are also entitled to 2 HRANI discount cards.
4. At least 25% of the bathrooms should have western style Wcs.
5. The ambiance, exterior and interior décor must be good.
6. There should be separate clean & hygienic ladies and gentlemen's toilets attached to the public area.
7. All rooms should be provided with fans.
8. There should be a Reception Counter with phone and a separate phone for the use of residents and visitors.
9. The hotel must have its own kitchen and also a restaurant or dining area and have eating house license where outsiders can come and dine. In case of no restaurant and kitchen, the hotel should have a valid eating-house license granted by the competent authority.
10. There should be good quality crockery, cutlery, glassware and furniture.
11. The hotel should provide laundry and dry cleaning services.
12. There should be clean and good quality linen/blankets/towels etc.
13. Staff should be in smart and clean uniforms.
14. There should be provisions for adequate staff facilities like eating, toilets and clock rooms.
15. There should be arrangements for hygienic washing of utensils, crockery, cutlery and glassware. In case of manually operated washing system, there should be the three-tier system.
16. Water for cooking, drinking and ice making should be of acceptable quality.
17. There should be adequate parking space.



# HOTEL AND RESTAURANT ASSOCIATION OF NORTHERN INDIA

CIN No.: U55101DL1952NPL002161

REG. OFF. : 406/75-76, MANISHA BUILDING, NEHRU PLACE, NEW DELHI - 110019

TELEPHONE : 011- 41306628, 42804416

E-mail: hrani.1950@gmail.com, Website: www.hrani.net.in

## LISTING DETAILS - HOTEL CATEGORY

Membership No. : \_\_\_\_\_

Date : \_\_\_\_\_

1. Name of Hotel : \_\_\_\_\_

2. Ownership (Name and address of the Company):- \_\_\_\_\_

**Category** (Tick Appropriate Category and enclose the copy of latest certificate of classification from MOT)

5 Star Deluxe	<input type="checkbox"/>	5 Star	<input type="checkbox"/>	Heritage	<input type="checkbox"/>	4 Star	<input type="checkbox"/>
3 Star	<input type="checkbox"/>	2 Star	<input type="checkbox"/>	1 Star	<input type="checkbox"/>	Unclassified	<input type="checkbox"/>

3. Location of Unit : \_\_\_\_\_

State \_\_\_\_\_ PIN Code \_\_\_\_\_ Tel.: (STD Code \_\_\_\_\_) \_\_\_\_\_

E-mail : \_\_\_\_\_ Website : \_\_\_\_\_

4. Name and designation of the signatory who will exercise right of Membership

a) Name: \_\_\_\_\_ Designation \_\_\_\_\_ (M): \_\_\_\_\_

5. Name of the General Manager/Hotel Manager \_\_\_\_\_

E-mail: \_\_\_\_\_ Mobile :- \_\_\_\_\_

6. Correspondence Address: \_\_\_\_\_

E-mail \_\_\_\_\_ Tel. : \_\_\_\_\_ Fax \_\_\_\_\_

7. Sales & Reservations Information:- \_\_\_\_\_

8. Access: i) \_\_\_\_\_ kms. from Airport ii) \_\_\_\_\_ kms. from Railway Station iii) \_\_\_\_\_ kms. from Main Bustand

9. Location Advantage: \_\_\_\_\_

10. Air-Conditioning : \_\_\_\_\_

11. Check Out Time: \_\_\_\_\_

12. Total Number of Rooms : \_\_\_\_\_ (Single \_\_\_\_\_ Double \_\_\_\_\_ Suites \_\_\_\_\_)

Room Details \_\_\_\_\_ 13. F & B Facilities : No. of Restaurant \_\_\_\_\_

No. of Bars \_\_\_\_\_ Dining Area Capacity \_\_\_\_\_ Cuisine : \_\_\_\_\_

14. Taxes applicable :- GST : \_\_\_\_\_ % on rooms \_\_\_\_\_ % on Food \_\_\_\_\_ % on Soft Beverage

VAT : \_\_\_\_\_ % on Indian Liquor \_\_\_\_\_ % on Imported Liquor

15. Banquet Facility : Total No. of Halls \_\_\_\_\_ Max. capacity in theatre style: Largest \_\_\_\_\_ Smallest \_\_\_\_\_

16. Special Room Facilities :- \_\_\_\_\_ 17. Other Facilities : \_\_\_\_\_

18. Services: \_\_\_\_\_

19. Membership (s) HRANI ( ) / FHRAI ( ) / Other(s) \_\_\_\_\_ (Please Specify)

Date : \_\_\_\_\_

Signature  
(Authorised Signatory)  
Company Stamp



# HOTEL AND RESTAURANT ASSOCIATION OF NORTHERN INDIA

CIN No.: U55101DL1952NPL002161

REG. OFF. : 406/75-76, MANISHA BUILDING, NEHRU PLACE, NEW DELHI - 110019

TELEPHONE : 011- 41306628, 42804416

E-mail: hrani.1950@gmail.com, Website: www.hrani.net.in

## AUTHORISED SIGNATORY FORM

HOTEL ( )

RESTAURANT ( )

HRANI Membership No. : \_\_\_\_\_

Date : \_\_\_\_\_

Name of Unit : \_\_\_\_\_

Location of Unit : \_\_\_\_\_

We, being a Member of Hotel And Restaurant Association of Northern India (HRANI) request you to record the latest email id and correspondence address for all future correspondence with HRANI. I hereby also declare that the person, whose particulars are given below, is a duly authorised person to cast vote at all General Meetings of HRANI through electronic mode / e-voting by using the email ID mentioned below.

AUTH. SIGNATORY-CUM-VOTER	
<div style="border: 1px solid black; width: 150px; height: 100px; margin: 0 auto; display: flex; align-items: center; justify-content: center;">Affix Stamp-Size Photograph here</div> <p>Please fill all the details in capital letters only</p>	
Name of Authorised Person :	
Designation :	
Mobile :	Landline :
E-mail :	
Correspondence Address :	
Specimen Signature :	

Name: \_\_\_\_\_

Designation: \_\_\_\_\_

Mobile No.: \_\_\_\_\_

E-mail : \_\_\_\_\_

Signature: \_\_\_\_\_

(with Rubber Stamp)

### Note :

1. The Members are requested to notify to the Secretariat change in the particulars of the Authorised signatory, if any, ever.
2. Discount Cards of HRANI & FHRAI will only be issued after the receipt of this form duly properly filled in and signed on letter head by authorised signatory registered with HRANI.
3. All fields are mandatory to be filled for registration.



# HOTEL AND RESTAURANT ASSOCIATION OF NORTHERN INDIA

CIN No.: U55101DL1952NPL002161

REG. OFF. : 406/75-76, MANISHA BUILDING, NEHRU PLACE, NEW DELHI - 110019

TELEPHONE : 011- 41306628, 42804416

E-mail: hrani.1950@gmail.com, Website: www.hrani.net.in

## NOMINATION FORM FOR DISCOUNT CARD

HOTEL ( )

RESTAURANT ( )

HRANI Membership No. : \_\_\_\_\_

Date : \_\_\_\_\_

Name of Hotel / Restaurant : \_\_\_\_\_

Address : \_\_\_\_\_

City \_\_\_\_\_ PIN Code \_\_\_\_\_ State \_\_\_\_\_

### One point contact for Finance / Accounts Department

Name : \_\_\_\_\_ Designation : \_\_\_\_\_

Mobile : \_\_\_\_\_ E-mail : \_\_\_\_\_

Note: Please paste photographs inside the box for the discount cards.

NOMINEE : 1
<div style="border: 1px solid black; padding: 10px; text-align: center;">Please paste photograph of Nominee : 1 in his space</div> <p style="text-align: center;">Please write in capital letters only</p> <p>Name : _____</p> <p>Designation : _____</p> <p>Mobile : _____</p> <p>E-mail : _____</p> <p>Signature : _____</p>

NOMINEE : 2
<div style="border: 1px solid black; padding: 10px; text-align: center;">Please paste photograph of Nominee : 2 in his space</div> <p style="text-align: center;">Please write in capital letters only</p> <p>Name : _____</p> <p>Designation : _____</p> <p>Mobile : _____</p> <p>E-mail : _____</p> <p>Signature : _____</p>

I verify that the above two people are entitled to discount cards of HRANI

Stamp of Company

Signatures  
(Authorised Signatory  
as per HRANI records)

Name: \_\_\_\_\_

Designation: \_\_\_\_\_

Mobile: \_\_\_\_\_

E-mail: \_\_\_\_\_

**\*Please ensure to get this form signed and verified only by the authorized Signatory as submitted to HRANI else the cards will not be processed.**