

## NEW TOURISM DEVELOPMENT REGISTRATION FORM

### 1. REGISTRATION DATA (Please fill in all details)

STA/ND:

Name of Business :	
Type of tourism development	
<ul style="list-style-type: none"><li>• Accommodation (please provide # of rooms &amp; beds )</li><li>• Attraction Site (Please describe)</li><li>• Support Service (Please describe)</li></ul>	
Owner(s)	
Contact Information / Permanent address	
Citizenship (identification)	Village
Telephone	Email
Date of registration	

### 2. DEVELOPMENT INFORMATION

#### LOCATION

- Have you conducted a feasibility study/research for the location of your development? YES  NO
- What attractive features are there in your development's physical location?  
\_\_\_\_\_
- Is the access road in good condition? (please describe condition of road)  
\_\_\_\_\_
- Are the utilities such as water, electricity and others available on site? YES  NO

#### DEVELOPMENT CONSENT

- Have you submitted an application for a Development Consent to PUMA? YES  NO
- Can you indicate the status of your application? \_\_\_\_\_
- Does your development require either of the following?
  - (i) Environmental Impacts Assessment
  - (ii) Preliminary Environmental Assessment Review

#### LAND DETAILS

- Is the land for development freehold or customary held? \_\_\_\_\_
- What is the size of the land available for development? \_\_\_\_\_

**NATIONAL BUILDING CODE COMPLIANCE**

- Have you consulted the Ministry of Works, Transport and Infrastructure for a Building permit? YES  NO

**SAMOA ACCOMMODATION STANDARDS COMPLIANCE AGREEMENT**

- Are you familiar with the Minimum Standards for Hotels/Beach Fales? YES  NO

**BUSINESS PLAN**

- Please indicate if you have undertaken a Business Plan training and state when and where  
\_\_\_\_\_
- Please indicate if you have undertaken any Customer Services training and state when and where  
\_\_\_\_\_
- Please indicate if you have undertaken any training on Development Effects on the Environment and state when and where  
\_\_\_\_\_
- Please indicate if you have undertaken a Disaster Management training and state when and where  
\_\_\_\_\_

**MARKETING PLAN**

- Have you conducted a done a Marketing Plan for the proposed development? *(If yes, please submit attach copy)*  
YES  NO
- What is your target market (s)? \_\_\_\_\_
- How much budget are you allocating for marketing your development? \_\_\_\_\_

**HUMAN RESOURCES**

- How many staff members will be recruited? \_\_\_\_\_
- Have your staff members received training?*(please specify type of training attended)* YES  NO   
\_\_\_\_\_
- If not are you going to train them? YES  NO
- How much budget are you allocating to the training and capacity building of staff? \_\_\_\_\_

**FINANCIAL RESOURCES**

- What is the total budget for the funding?  
\_\_\_\_\_
- What are the sources of funding?  
\_\_\_\_\_
- Can you give a brief layout on the allocation of funds/budget?  
\_\_\_\_\_

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

STA Officer: \_\_\_\_\_

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

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

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

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