

Major Events

Documents required:

1. Application Form along with Event Brochure
2. Identity Proof and PAN Card
3. Site/Security/Fire Safety/Google Location plans
4. GST Number
5. Earlier Permission copy issued in the past if any
6. Authorization Letter on behalf the Event Management Company along with the names of Board of Directors/Stakeholders
7. Permission for Brand/Franchise
8. Partnership Deed
9. NOS's from all concerned Departments
10. Fees to be paid as applicable as per the Guidelines framed by the Government

Fee Structure:

1. Processing Fee - Rs.15,000/- plus GST
2. Music Festival organized in non-licensed premises Attendees for the event based on tickets and complimentary passes issued or actual attendees whichever is higher.
 - (a.) Upto 5000 attendees Event Fee Rs.10 lakhs and Security Deposit Rs. 10 lakhs
 - (b.) Above 5000 upto 10000 Event Fee Rs.15 lakhs and Security Deposit Rs. 15 lakhs
 - (c.) Above 10000 attendees Event Fee Rs.20 lakhs and Security Deposit Rs. 30 lakhs
 - (d.) Night/Handicrafts bazaars Event Fee Rs.50,000/- per tourist season and Security Deposit Rs.5 lakhs
 - (e.) Events like motorbike weeks, car rallies, non ticketed music fests, MICE, exhibitions and other tourism related events like youth festivals etc.

Event Fee Rs.50,000/- lump sum(subject to max of thirty days of event period) and Security Deposit Rs. 1 lakhs

*Fees during season. (Off season fees will be 1/5th of season fees and peak season fees will be five times of fees applicable during season.

*Fees/Security Deposit to be paid in the form of Demand Draft in Favour of Director of Tourism

*Permission is valid until the date and time of Event.

Minor Events

Documents required:

1. Application Form
2. Identity Proof
3. PAN Card
4. Event Management Company's Registration Details and GST Details
5. Trade License
6. Google Location Map/Image showing event site
7. NOC from GCZMA
8. Site Layout plan indicating stage and setup of the event with measurements in meters.
9. Fees to be paid at the RFC attached to this Department.

Fee Structure:

1. Processing Fee - Rs.5,000/- plus GST
2. Event Fee Rs.6000/- per day plus GST
3. RFC Fee Rs.1000/-
4. Security Deposit (Refundable) Rs.20,000/-

*Fees are to be paid by Cash or Demand Draft

*Permission is valid until the date and time of Event.