HOTEL AND RESTAURANT ASSOCIATION WESTERN INDIA

H & R A WESTERN INDIA Estd : 1951

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APPLICATION FORM FOR RESTAURANT MEMBERSHIP

We are desirous of joining as **"Restaurant Member"** of the Hotel & Restaurant Association Western India. If admitted, we agree to abide by the rules and regulations of the Association in force from time to time and it shall be our endeavor to adhere to the policies initiated by the Association and further its prestige. The particulars of our Establishment are mentioned below :

1 Name of Establishment : _____

2 Licences held in the name of : _____

3 Name of Ownership : _____

(Whether Co. / Firm / Proprietorship / Other) (Tick Appropriate)

4 Name of Proprietor / Partners / Director : (1) _____ (2) _____

(3) _____ (4) _____

5 Name of Contact Person : _____ Mobile: _____ E-mail : _____

6 Address of Establishment : _____

City : _____ State : _____ Pin Code : _____

Tel : _____ Mobile : _____ Fax : _____

Email : _____ Web : _____

7 Registered or Correspondence Address : _____

City : _____ State : _____ Pin Code : _____

Tel : _____ Mobile : _____ Fax : _____

8 Email : _____ Web : _____

9 No. of Employees :

(a) Male : Total _____ Skilled _____ Unskilled _____

(b) Female : Total _____ Skilled _____ Unskilled _____

10 Information required for use during Annual Elections:

Email Address: where election related information will be sent _____

Mobile Number: For receiving OTP: _____

11 We agree to extend courtesy and honour the HRA-WI Regional Discount Card. We nominate the following as our Representatives to avail these cards:

(a) Mr./Mrs./Ms. _____ Designation : _____ Mobile : _____

(b) Mr./Mrs./Ms. _____ Designation : _____ Mobile : _____

12 Name of Franchisee (If any) : _____

13 Access : (Distance in kms.) Airport : Domestic : ☐   International : ☐   Railway Station : ☐

Landmarks : _____

14 Membership if any of other Associations _____

Premises :   ☐ Self Owned   ☐ Leased   ☐ Rented (Please tick appropriate)

15 Area of Restaurant (in sq. ft.)   _____
   (a) Dining Area   _____ ⎫
   (b) Permit Room   _____ ⎬ Total _____
   (c) Kitchen / Stores / Others   _____ ⎭

16 Seating Capacity _____

17 Enclosed few photographs of the following :
   a) ☐ Restaurant Exterior   ☐ Kitchen   ☐ Dining Area
   b) Photographs of Directors / Partners / Proprietors

18 Is the Restaurant Classified by the Ministry of Tourism, Government of India ?   Yes / No

FINANCIAL YEAR

The Financial Year is from 1st April to 31st March, however if any new members are admitted during the months of February and March, their membership will continue till the end of the next financial year.

MBERSHIP CRITERIA

1. Strict quality control on hygiene standards must be adopted by the Establishment, especially in respect of supply of clean water, food handling, storage of materials and cleanliness standards.

2.   The good-will and reputation of the Establishment will be considered.

3.   In case of Restaurant, minimum seating capacity should be 30, and preferably a GRADE 1 Air-Conditioned Restaurant. Where gradation is granted by the local Municipality.

4.   Report of the local Association, affiliated to HRA(WI) or a senior prominent member from the area will be called for, if required.

5. The Restaurant must be operational holding all the requisite valid licenses per enclosed checklist (copies of the same to be furnished).

6. The Restaurant must provide existing photographs and menu card copy as per checklist.

7. Fast Food Outlets can apply to become Restaurant Members, provided they qualify as per above criteria.

8. Any Restaurant within a Hotel shall not be eligible for an individual membership.

9. Please note a Reprocessing Charge of Rs.500/- will be levied in the event the application is found incomplete and needs to be resent.

Membership will be accepted / rejected within a maximum period of 60 days of receiving the completed application form.

CHECK LIST FOR RESTAURANT MEMBERSHIP APPLICATION FORM

TO BE CONFIRMED AND ATTACHED IN THE ORDER AS SPECIFIED

		YES	NO	ANNEXURE
1.	Shops & Establishment License	☐	☐	A
2.	Eating House License	☐	☐	B
3.	Permit Room FL III License	☐	☐	C
4.	F.S.S.A.I. License	☐	☐	D
5.	Fire NOC	☐	☐	E
6.	Incorporation Certificate (if a Ltd. Company) / Partnership Deed - Form 'E' (If a Firm)	☐	☐	F
7.	GST Challan	☐	☐	G
8.	PAN Card	☐	☐	H
9.	Tariff Card	☐	☐	I
10.	Menu Card	☐	☐	J
11.	Photographs of Nominees who will avail of the Discount Card.	☐	☐	K
12.	Photographs of :	☐	☐	L
13.	(a) Exterior of Hotel Building (b) Lobby	☐	☐	M
	(c) Interior of one of the Rooms	☐	☐	N
14.	Ragistration Certificate of GST	☐	☐	O

Place : ———————————

Date : ———————————

———————————
Signature

(Owner/Partner/Managing Director/Authorised Signatory)
With Rubber Stamp of the Establishment

HRAWI reserves the right to cancel/revoke membership of any Establishment for reasons, but not limited to, Misrepresentation of facts, Anti Association activities, or any such reason as decided by the Executive Committee Members.

For Office Use Only

Membership Entrance fees and Subscription amount :

Enclosed : Cheque / Demand Draft No.

Date : ——————————— For Rs. : ———————————

Drawn on : ——————————— Bank : ——————————— Branch : ———————

Verified by : ———————————

Date : ——————————— Signature : ———————————

———————————————————————————————————————

Admitted at the Executive Committee Meeting held on : —————— at : —————— Regd. No. : ———

Receipt No. : ——————————— Date : ——————————— of Rs.: ———————————

RESTAURANT INFORMATION SHEETS

Facilites / Features :

(a)   Air Condition (A/C)   ☐

(b)   Television (TV)   ☐

(c)   Disc Jockey (DJ)   ☐

(d)   Veg / Non-Veg. Food   ☐

(e)   Please specify if any or attach separate list

(f)   _____

* Restaurant Facilities :

☐ Pure Veg. Food		☐ Jain Food
☐ Dine in		☐ Home delivery
☐ Take away		☐ Ice-Cream Parlour
☐ Beer & Wine Only		☐ Bar / Permit Room
☐ Open Garden Seating		☐ Wifi
☐ Banquets / Party Hall		☐ PDR (Private Dining Area)
☐ Out Door Catering Undertaken		☐ Live Music
☐ Non Aircon Areas		☐ Fully Aircon
☐ Smoking Area		☐ Valet Parking
☐ Driver Service (at a cost)		☐ Outdoor Seating

Cuisine(s) Served :

☐ North Indian		☐ South Indian
☐ Mughlai		☐ Chinese
☐ Thai		☐ Italian
☐ Continental		☐ Mexican
☐ Gujarati		☐ Bengali
☐ Maharashtrian		☐ Fast Food
☐ Punjabi		☐ Others (Please specify)

*Please select