



Draft Homestay Registration Guideline - 2025

Gujarat Tourism



Industries and Mines Department

Government of Gujarat

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1. Background

As Gujarat Tourism aims to strengthen the hospitality sector by seamlessly blending tradition and culture with modern amenities, the Homestay Registration Guideline 2025 has been introduced to streamline the process and encourage the local community involvement in the tourism market. Thus, the Homestay Registration Guideline 2025 focuses on promoting sustainable tourism by encouraging the development of homestay accommodations across the state.

Gujarat, rich in natural and cultural resources, holds immense potential to emerge as a leading tourist destination. The state is known for its rich cultural heritage, diverse landscapes and warm hospitality that attracts millions of tourists each year. To cater to the growing demand for unique and authentic travel experiences, the Gujarat Government has introduced this guideline to support homeowners in offering homestay facilities to tourists. Therefore, the guideline 2025 focuses on promoting sustainable tourism by encouraging the development of homestay accommodations across the state.

To provide sustainable accommodation alternatives for Gujarat's hospitality sector and empower local communities by offering them an additional source of income and promoting the preservation of traditional crafts and practices, the registration guidelines will serve as a user manual to help beneficiaries easily register and harness the benefits of the Homestay Policy 2025. One of the key elements of the guideline is the emphasis on ease of doing business. The process has been designed to be smooth and efficient, ensuring effortless compliance with the requirements and contribute to the state's tourism ecosystem.

2. Objectives

The Homestay Registration Guideline 2025 aims to provide a comprehensive framework for the registration and regulation of homestay units across Gujarat. It seeks to establish a streamlined and user-friendly process that enables homeowners to register their homestay accommodations with ease.

Following are a few of the key objectives of the registration guideline -

- 2.1. To provide a **comprehensive framework** for the registration of homestay units across Gujarat.
- 2.2. To establish a **streamlined and user-friendly process** for homeowners to register their homestay accommodations.
- 2.3. To promote **sustainable tourism practices** and **integrate local communities** into the tourism sector.
- 2.4. To promote the **growth of Gujarat's hospitality sector** by enhancing inclusive and sustainable infrastructure, preserving cultural heritage and delivering authentic and enriching experiences for tourists.

- 2.5. To ensure **world-class standards** for cleanliness, facility quality and safety protocols to ensure the best tourist experience and sustainable tourism practices.
- 2.6. To **support economic empowerment** of local communities by offering an additional source of income through homestay operations.

3. Scope and Applicability

The Homestay Registration Guideline 2025 outlines the procedures and standards for registering and operating homestay accommodations in Gujarat. **This guideline is applicable to all homeowners and property owners who wish to offer homestay services to tourists**, ensuring that their establishments meet the necessary requirements and quality standards set by Gujarat Tourism. The scope and applicability of this guideline are detailed as below-

3.1. Scope

- 3.1.1. The Homestay Registration Guideline 2025 provides detailed steps for the registration and renewal process of homestay units, including the submission of necessary documents, compliance with eligibility criteria and approval procedures.
- 3.1.2. It specifies the procedures for regular monitoring and verification of compliance and details out the roles and responsibilities of the committees involved.
- 3.1.3. The registration guideline outlines specific criteria that homestay units must fulfill to qualify for registration.
- 3.1.4. It establishes standards and guidelines for maintaining cleanliness, facility quality, safety protocols to ensure an excellent experience and high-quality hospitality for tourists.
- 3.1.5. It offers benefits such as free promotion, training and additional support provided by Gujarat Tourism to registered units.

3.2. Applicability

The Homestay Registration Guideline 2025 shall be applicable to all homeowners and property owners within the state of Gujarat who wish to offer rooms or accommodations to tourists as part of the homestay programme, including but not limited to the following categories:

- 3.2.1.** Homestay owners who are already registered with Gujarat Tourism.
- 3.2.2.** Homestay owners who wish to register their existing operating units with Gujarat Tourism.
- 3.2.3.** Homeowners who want to start a homestay and register with Gujarat Tourism.

4. Operative Period

The Homestay Registration Guideline shall come into force with effect from the date of issuance of this guideline and shall remain in force for a period of 10 years from the issuance or the declaration of new or revised guideline whichever is earlier.

5. Definitions

1. **Applicant:** refers to the owner or operator of the units who applies for registration as homestay units under this guideline, or the owner of the units who seeks financial benefits as homestay units under this guideline.
2. **Environmentally significant location:** For the purpose of this policy, locations fall in the areas defined and notified by The Forest Department, CRZ, or any other areas notified by the Government from time to time.

3. Homestay units:

- i. **Homestay units:** means a place where the **owner/ supervisor/ caretaker of the units is physically residing** in the same residence and letting out from **one (1) room to nine (9) rooms** for short-term to distinct tourists on payment for **boarding and lodging services** and is recognised by the Commissioner of Tourism, Gujarat.
- ii. **Heritage Homestay units:** means a **traditional heritage home / royal palaces constructed before 1950** that preserve their original architectural features, retain their distinctive character or **a property having aesthetic heritage value** and **converted into a Homestay unit**. Where the **owner/ supervisor/ caretaker of the units is physically residing** in the same residence and letting out from **one (1) room to fifteen (15) rooms** for short-term to distinct tourists on payment for boarding and lodging services and is recognised by the Commissioner of Tourism, Gujarat.
- iii. **Farmstay units:** means a type of **Homestay** established **within a functioning farm setting, such as a farm, vadi, orchard, vineyard, or similar rural farm land**. Where the **owner/ supervisor/ caretaker of the units is physically residing** in the same residence and letting out from **one (1) room to fifteen (15) rooms** to any tourist on payment for boarding and lodging services and is recognised by the Commissioner of Tourism, Gujarat.

4. Homestay Category:

- i. **Standard Category:** For the purpose of the Homestay Registration Guideline 2025, a homestay unit offering basic rooms with a comfortable bed and clean environment providing basic amenities at affordable rates (Detailed classification criteria are mentioned in "Homestay Categorisation Checklist" provided at "Annexure I").
- ii. **Elite Category:** For the purpose of the Homestay Registration Guideline 2025, a homestay unit offering high quality to superior quality services with additional and variety

of amenities, upscale, well equipped, comfort of premium quality services with variety of amenities (Detailed classification criteria are mentioned in "Homestay Categorisation Checklist" provided at "Annexure I").

5. **Lease Property:** a lease of immoveable property is a transfer of a right to enjoy such property, made for a certain time, express or implied, or in perpetuity, in consideration of a price paid or promised, or of money, a share of crops, service or any other thing of value, to be rendered periodically or on specified occasions to the transferor by the transferee, who accepts the transfer on such terms.
6. **Leased property holder:** leased property holder is a person(s) in whose name the lease has been executed for a certain property for a certain period.
7. **Lettable Room:** refers to a room within a residential property that is suitable and legally permitted to be rented out to guests or visitors for short-term stays, typically through a home stay arrangement.
8. **Ownership:** refers to the legal right or title to possess, use and dispose of a property or asset, including the land and buildings where a homestay unit is located, which may be owned by an individual, corporation, or other entity.
 - i. **Single owner:** means the ownership of the homestay units is vested in a single individual, making that person the sole owner of the said property.
 - ii. **Joint owner:** refers to a situation where the ownership of a property (homestay units) is shared by more than one individual and multiple names are listed on the property's ownership deed. In such cases, all individuals whose names appear on the deed are considered joint owners of the property holding undivided interest and responsibilities in the property as outlined in the property document.
9. **Permissible Rooms and Beds:** minimum one room and maximum nine rooms (18 beds) are permissible for homestay; minimum one room and maximum fifteen rooms (30 beds) are permissible for Farmstay or Heritage Homestay.
10. **Principal Place of Residence:** the homeowner, who together with his/her family, inhabits the same premises of homestay as their principal place of residence.
11. **Registration:** means procedure by which homestay units apply for and obtain approval to operate their Homestay units within a specific jurisdiction of Commissioner of Tourism.
12. **Renewal:** the process of extending or updating a home stay operator's registration to continue operating their homestay unit's business beyond the initial registration period.
13. **Residential Unit:** registered as "Residential Unit" with the concerned local authority.

14. Tourist/ visitor/ guest: refers to a person(s) who temporarily stay or lodge at a homestay unit, typically for leisure, business, or other purposes, in exchange for payment of rent or fees.

6. Eligibility Criteria for Homestay Registration

- 6.1. Homestay units eligible under this guideline shall be defined as any property located within Gujarat that operates for lodging purposes and is categorised for residential use, whether as permanent buildings or temporary structures. Such accommodations also include traditional structures such as Vadis, Bhungas and similar accommodations.
- 6.2. Any eligible house owner or lessee, who legally owns a unit may or may not be physically residing in the same units, is eligible to apply for Homestay registration under this guideline. The lease agreement shall explicitly state that the property is to be operated as a homestay. In the absence of such a provision in the lease document, an authorisation from the property owner must be submitted. Sub-letting of the leased property by the lessee is strictly prohibited under this guideline and shall not be permissible.
- 6.3. Any individual who is duly authorised to act on behalf of the owner through a valid Power of Attorney.
- 6.4. The given units can be a standalone or multiple in number of house/ residential flat/ bungalow/ villa or units / premise defined as residential purpose. Units within premise of Housing Society shall have to produce NOC from Housing Society.
- 6.5. Leased property in Housing Society/ Residential Flat shall not be eligible to apply as Homestay.
- 6.6. Applicant who are registering as a **Farmstay** must ensure that the given accommodation be on/adjacent to a farmland where tourists have an easy and direct access to the farm and can engage in interactive activities associated with farms.
- 6.7. Applicant who are registering as a **Heritage Homestay** must ensure that the accommodation unit should have heritage value and/or vernacular architecture that provides a unique cultural, heritage or vernacular architectural experience to tourists.
- 6.8. The Homestay Registration Guideline 2025 will be applicable to properties under various ownership scenarios. For properties owned by a single individual, the sole owner may apply for homestay units' registration under this guideline. In instances where a property is co-owned by multiple individuals, either all joint owners may apply for registration collectively, or any one owner may apply for registration, provided that a No Objection Certificate (NOC) is obtained from the other joint owner(s).
- 6.9. In cases of leased ownership where there is more than one lessor, any one lessee may apply under this guideline with a No Objection Certificate (NOC) from the other lessee(s), ensuring that all conditions of the original lease are abided by and that applying under this guideline does not violate any conditions of the original lease.

- 6.10. It must be ensured that during the time of application/registration, the lease period exceeds the period of homestay units' recognition. In cases of any incongruity wherein the lease lock in period is shorter than the homestay license period at the time of registration/application, the lease expiry date will take precedence and the homestay license will be valid only until the lease expiry date.
- 6.11. In case of change in ownership/possession the license should lapse automatically and the property should re-apply for Registration under the guideline, ensuring compliance with all necessary requirements and regulations.
- 6.12. Homestay units seeking registration under this guideline must have adequate arrangements for water supply, power supply, proper ventilation and lighting, necessary furniture, sanitation facilities, good upkeep and must meet required standards of hygiene, cleanliness and safety. Additionally, the units must be located in easily accessible areas.
- 6.13. The Homestay units will be classified based on amenities and services as mentioned in the 'Registration Checklist' [enclosed as "Annexure I"]
- 6.14. All candidates who satisfy the aforementioned eligibility criteria can register their units in accordance with the procedures delineated in the subsequent section.
- 6.15. Only one homestay registration application is allowed per residential unit under this guideline. Multiple submissions for the same residential unit are prohibited to ensure fairness and compliance with policy guideline.

7. Registration of Homestay in Gujarat – Features

7.1. Validity of Registration

- 7.1.1. Homestay Registration shall remain valid for a period of five (5) years, subject to compliances defined in clause 5 of the Gujarat Tourism Homestay Policy 2025. Upon expiration of the initial registration period, the homestay unit will be eligible for renewal, with each renewal period being valid for five (5) years.

7.2. Registration Classification for Homestay Units

- 7.2.1. Applicants registering under **Standard or Elite** category shall adhere to the criteria as described in Annexure I, during the time of application.
 - 7.2.1.1. **Standard Category** meaning a Homestay unit offering basic rooms with a comfortable bed, clean environment, basic amenities at affordable rates.
 - 7.2.1.2. **Elite category** meaning homestay unit offering high to superior quality services with variety of amenities, well equipped rooms and comfort of premium quality. The rooms offered will be bigger in size.

7.2.2. During the registration process, applicants must specify the category they are registering into. However, the Authority reserves the right to determine the final category classification of the applied units, based on the information provided, documents submitted and inspection conducted.

7.2.3. The Authority holds the discretion to reclassify any homestay unit into a lower category if inappropriate documentation or misinformation is found during the inspection. Reclassification shall remain in effect until the unit meets the criteria specified for the higher (Elite) category (as per Annexure I). In such cases, the application/registration fee shall not be refunded.

7.2.4. All units registering under Gujarat Tourism must be prepared for inspection by the Classification Committee or a qualified agency.

7.3. Registration Fees for Homestay Units

Registration fees are non-refundable and shall be paid online, along the following scales (based on classified category of homestay registration) namely:

Sr. No.	Name of Category	New Registration Fee (INR)	Renewal Fee
1	Accommodation Unit with 1-5 rooms		
	General Category	5000	2500
	SC/ ST/ OBC/ PWD*/ Women/ EWS	2500	1000
2.	Accommodation units with more than 5 rooms		
	General Category	10,000	5,000
	SC/ ST/ OBC/ PWD*/ Women/ EWS	5,000	2500

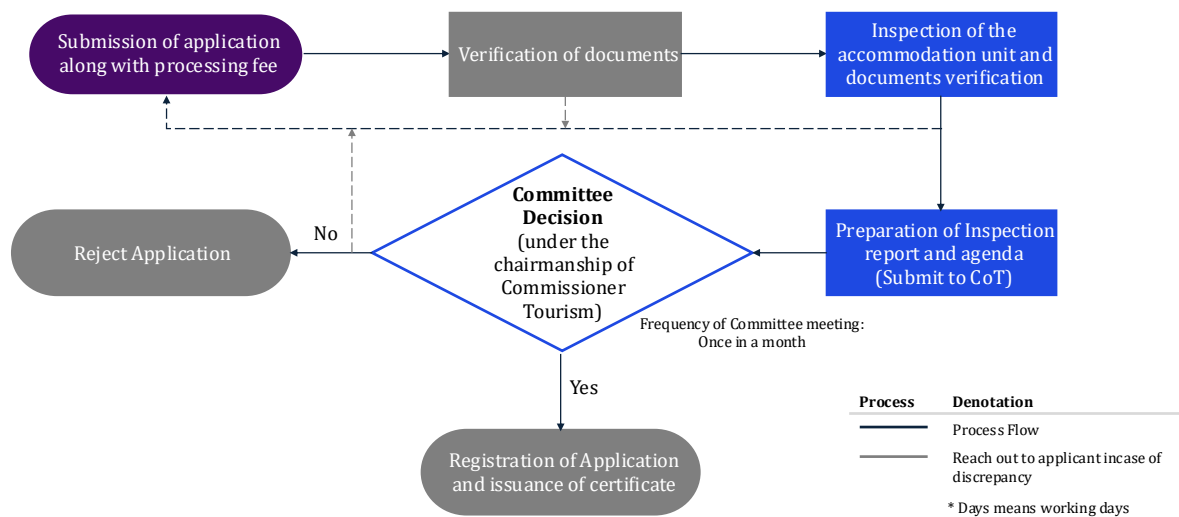
*PWD with minimum 40% disability

8. Registration Process: Stages

8.1. Homestay Registration Application Process

8.1.1. Applicants intending to use their premises as Homestay Unit, shall apply for registration or renewal of registration of the units online at <https://tourism.gujarat.gov.in/>. The chart below provides a simplified overview of the application process flow.

Homestay Registration Guidelines 2025 – Application Procedure



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8.1.2. All applications shall abide by and fulfill the required criteria (provided in Annexure I) to be considered under two categories – Standard and Elite.

8.1.3. A successful application means submission of a duly filled application form along with supporting documents as described below –

An application will be considered complete on the receipt of-

1. Duly filled application form (Annexure II)
2. All documents (as mentioned in Annexure VII) including Police verification Certificate from the Local Police Station / proof of registration in Pathik Portal including date of registration
3. Registration fees

8.2. Verification

8.2.1. An application shall be deemed complete upon the receipt of all requisite documents, following the verification process, as specified below-

- 8.2.1.1. Police verification Certificate from the Local Police Station shall be obtained by the homeowner/applicant as required in the prescribed format as per "Annexure V".
- 8.2.1.2. Upon receipt of a fully submitted application, the Authority/Committee shall review and scrutinise the contents thereof.
- 8.2.1.3. In the event of any discrepancy or document mismatch, the Authority shall notify the applicant for re-verification and appropriate furnishing of documents.
- 8.2.1.4. Upon receiving all necessary documents and completing the application process, including the Police Verification Certificate, the Authority shall proceed to advance the complete application file to the next stage, during which an inspection will be carried out.

8.3. Inspection

- 8.3.1. Upon satisfactory verification by the Office of the Commissioner of Tourism, Gujarat, the authority shall commission a team to conduct inspections of the verified units/applicants.
- 8.3.2. The Homestay owner/caretaker/manager shall facilitate the inspection process. The inspection committee/team shall be responsible for submitting a report based on their evaluation to the authority, i.e., the Office of the Commissioner of Tourism, upon which the authority shall issue a certificate of registration.
- 8.3.3. The inspection team shall conduct periodic monitoring visit to the registered units and submit a comprehensive report to the authority.
- 8.3.4. The Office of the Commissioner may conduct the inspection in-house or appoint an external third-party qualified agency to do so.
- 8.3.5. During the inspection process, if any deficiencies are observed, the Office of the Commissioner of Tourism, Gujarat shall issue a notice to the homestay unit to rectify the same within 15 days from the date of receipt of such notice.
- 8.3.6. If deficiencies are not rectified and reported within 15 days, the Commissioner of Tourism, Gujarat, may cancel the sanctioned registration and classification of the said Homestay unit.
- 8.3.7. The Secretary (Tourism), Gujarat, reserves the rights and power to evaluate the legality, appropriateness, merits of any order passed by the Office of the Commissioner of Tourism, Gujarat and may call for any record for inspection. In any

case where deemed fit, the Secretary (Tourism) reserves the rights and power to suo moto amend, cancel, or reverse any order, ensuring that an adequate opportunity for a hearing is provided to the affected party before passing any such order.

8.4. Approval

Homestay Registration approval/ classification committee for registration approval and recommending classification of the units shall comprise of the following Members, as described below –

Sr. No.	Committee Members	Role
1	Commissioner of Tourism, Gujarat	Chairperson
2	Faculty (one) of State Institute of Hotel Management (SIHM), Gujarat or Institute of Hotel Management, Gandhinagar	Member
3	Nominee of Hotel & Restaurant Association, Gujarat	Member
4	Nominee of Indian Association of Tour Operators (IATO)/ Travel Agents Association of India (TAAI) / Association of Domestic Tour Operators of India (ADTOI) / Member from any other association invited by special invitation	Member
5	General Manager/Senior Govt. Officer as appointed by Commissioner of Tourism, Gujarat	Member Secretary

8.4.1. In exceptional circumstances, CoT/ Approval Committee may promote particular places/ areas, allow absolute temporary permissions on case to case bases up to 120 days.

8.4.2. Committee reserves the right to relax/ modify any of the clauses.

8.5. Issuance of Certificate

8.5.1. The issuance of the Registration Certificate is contingent upon the receipt of the inspection report by the Office of the Commissioner of Tourism, Gujarat and subsequent decision by the Approval/Classification Committee. The overall timeframe for the process may be 30 working days from the date of receipt of all verified documents.

8.5.2. The applicant shall be issued a **Registration Certificate** in the format provided at "Annexure VI" upon approval by the Commissioner of Tourism, Gujarat, for registration as Homestay units (as applicable) under this guideline. This certificate shall be valid for a period of five (5) years from the date of issue.

- 8.5.3. In case of leased properties, the applicant must ensure that the lease period at the time of registration complies with the minimum period of five (5) years, as stipulated by the Registration Certificate.
- 8.5.4. Should the lease period expire before the certification period, the registration for the specific case shall automatically be rendered void on the date of lease expiration. In such instances, the applicant shall be required to reapply.
- 8.5.5. The Office of the Commissioner of Tourism, Gujarat, reserves the right to accept or reject any application.

9. Process of Renewal of Registration Certificate for Homestay units

- 9.1. The renewal certificate shall be valid for a period of five (5) years from the date of issuance of the renewal certificate.
- 9.2. An online application for the renewal of the Homestay Registration Certificate shall be submitted in the format provided at "Annexure III" at least 90 days prior to the expiry of the existing registration certificate's validity.
- 9.3. Renewal application received after expiry of validity will be treated as a fresh application.
- 9.4. In the case of timely renewal applications, the case shall be disposed of before the expiry date of the current registration.
- 9.5. For the successful renewal process, the applicant shall submit the documents listed in Annexure VII, in addition to the renewal fee.

10. Benefits under Gujarat Tourism Homestay Registration 2025

- 10.1. All Homestay units, registered under the Homestay Registration Guideline 2025, will be **considered as a property with residential usage**. Therewith, all utility bills (such as Property tax, electricity charges etc.,) that are based on building usage shall be considered under residential units accordingly. The unit is eligible to avail all benefits (such as electricity rate) provided by the State or Central Government to residential units as per Residential General-Purpose rates.
- 10.2. All registered homestays will be entitled to **promotional benefits** from the Authority as described below-
 - 10.2.1. The Authority to actively promote homestay units registered with Gujarat Tourism on its official website.
 - 10.2.2. The Authority will allow registered homestay units to display "Approved by Gujarat Tourism" on their respective banners.
- 10.3. Gujarat Tourism will take necessary steps to develop a web-based booking portal to facilitate booking services for registered homestays, thereby making booking facilities accessible for homestay owners.
- 10.4. Upon the availability of the booking facility on the Gujarat Tourism website, tourists shall be required to provide specified mandatory details, including but not limited to a valid ID number, travel itinerary (origin and destination) and the purpose of visit. These details, while essential, shall not be considered exhaustive.
- 10.5. All registered homestay owners must undergo training under the capacity building programme as may be prescribed from time to time.
 - 10.5.1. All registered homestay owners will be provided with a Handbook/Manual on successful completion of the homestay training.
 - 10.5.2. Upon successful completion of the homestay training, all participating homestay owners will receive a certificate, valid for the duration of the registration certificate (5 years).
 - 10.5.3. The State of Gujarat, to acknowledge tourism excellence, may host **Tourism Excellence Award** to honour the best-performing homestays. This recognition will enhance homestay networks and partnerships by establishing links with local tour operators and travel agencies, encouraging collaborations with local artisans and craftsmen and supporting community-led tourism initiatives.

11. Penalties, Grievance Redressal and Cancellation

11.1. All registered units are expected to maintain required standards of safety and hygiene at all times of operation. Authority may decide to make surprise inspection at any time without previous notice. In case of any serious deficiencies, the Department is entitled to take appropriate action/s against the concerned homestay including cancellation & blacklisting of the registration along with imposition of penalties, as deemed appropriate by the authority in-charge.

11.2. Homestay units shall comply with all orders and notifications issued by the Department of Tourism in the state from time to time.

11.3. Grievance Redressal

Individuals or parties with grievances can submit complaints to the Authority via email or through online portal. All complaints will be reviewed, investigated, resolved within 30 working days from receipt of grievance raised and for exceptional delays, complainants will be informed in writing with reasons for the delay.

11.4. Cancellation in case of incongruity

Registration of properties under this guideline shall stand automatically cancelled in the event of any violation of the guideline terms, conditions, or applicable regulations, or for any of the following reasons: incongruity in the remaining or balance lease period, failure to apply for renewal on time as stipulated by the Authority, or any other reasons as may be prescribed under the guideline framework.

The Authority reserves the right to amend, modify, or change the guidelines periodically. It is the sole responsibility of the registered owner to stay informed of all updates and ensure full compliance with the latest regulations.

13. Annexure List

Following is the list of Annexure attached with the Gujarat Tourism homestay registration guideline 2025 -

List of Annexures	Annexure No.
Homestay Registration Classification Criteria Checklist	Annexure I
Homestay Registration Application Form	Annexure II
Renewal Application Form	Annexure III
Undertaking & Self-declaration Form	Annexure IV
Police Verification	Annexure V
Homestay Registration Certificate	Annexure VI
Homestay Registration Document Checklist	Annexure VII
List of Required Documents (supporting)	
Proof of Residential Units	
Proof of Ownership	
Identity Proof	
NOC from Forest/Co-owner/ Housing Society (whatever applicable)	
Power of Attorney	

13.1. Annexure I – Homestay Registration Classification Criteria Checklist

[D: Desirable, M: Mandatory]

Sr. No	Facilities	Classification		Mark Availability of facilities
		Standard	Elite	
Guest Room				
1	Well maintained and well-equipped house and guest rooms with quality carpets / area rugs/ tiles or marble flooring, furniture, fittings etc. in keeping with the traditional lifestyle.	M	M	
2	Minimum 1 lettable room and maximum rooms 9 (18 beds) in case of Homestay and Minimum 1 lettable room and maximum rooms 15 (30 beds) in case of Farmstay or Heritage Homestay.	M	M	
3	All rooms should be clean, airy, pest free, without dampness and with outside window / ventilation	M	M	
4	Minimum floor area in sq. ft. for each room.	100	150	
4 5	Comfortable bed (Disinfected/decontaminated) with good quality linen & pillows	M	M	
6	Centralised/ Split/ window air-conditioning system	D	M	
7	Wardrobe with clothes hangers and Drawers/ Cupboard in the room	D	M	
8	Room and bathroom should have inside and outside locks/latch	M	M	
9	Mosquito repellent and Dustbin in the room	M	M	
10	Chairs & working table	D	M	
11	Refrigerator in every room	D	M	
12	Small safe facility in room	D	M	
13	Functional TV in room	D	M	

Sr. No	Facilities	Classification		Mark Availability of facilities
		Standard	Elite	
14	Bed Side Table and Reading Lamp	D	M	
15	Tea/Coffee making facility in the room	D	M	
16	Spacious Seating area around the rooms	D	M	
Toilet & Bathroom				
17	Bath towel and hand towel as per the guest	M	M	
18	Disinfected/decontaminated cleaned attached private bathroom	M	M	
19	WC toilet to have a seat and lid, toilet paper	D	M	
20	Availability of hot & cold water	D	M	
Kitchen & Dining				
21	Well maintained smoke free, disinfected/decontaminated cleaned hygienic, kitchen	M	M	
22	Good quality cutlery and crockery (Non-Plastic)	M	M	
Other facilities				
23	Sufficient parking with adequate road width	D	M	
24	Iron with iron board on request	D	M	
25	RO/ potable water facility	M	M	
26	Garbage disposal facility as per local authority	M	M	
27	Acceptance of cash/POS/online payment	M	M	
28	Availability of First Aid and Name, address, telephone number of doctor provided to Guest/on call doctor facility	M	M	

Sr. No	Facilities	Classification		Mark Availability of facilities
		Standard	Elite	
29	Mandatory maintenance of a guest check-in and check-out record in a register, either physical or electronic Maintenance of form C in case of foreign tourists	M	M	
30	CCTV with 30 days back up	M	M	
31	Fire Safety equipment - fire extinguisher	M	M	
32	Power Backup arrangement	D	M	
33	Plan showing Fire Exit in each room	M	M	

13.2. Annexure II - Homestay Registration Application Form

No.	Item	Details	
A	Details of Units		
1	Name of Unit: * Homestay/ Farmstay / Heritage Homestay		
2	Homestay Type	Homestay	
		Farmstay	
		Heritage Homestay	
3	Number of lettable rooms in the units <i>*(Note: Maximum allowance - 9 rooms and 18 beds for homestay; Maximum allowance - 15 rooms and 30 beds for Farmstay or Heritage Homestay)</i>		
4	Ownership of the unit	Single Ownership	
		Joint Ownership	
		Lease	
5	Tick the ones residing in the same premise	Owner	
		Supervisor	
		Caretaker	
6	Promotional Category for Homestay	<i>(Tick as appropriate)</i>	
		▪ Farmstay / Rural tourism	
		▪ Heritage Homestays	
		▪ Eco/ Nature based homestays	
		▪ Spiritual homestays	
6	Promotional Category for Homestay	▪ Gastronomy based homestay	
		▪ Culture/ Art/Traditional based homestays	

No.	Item	Details	
		Corporate/Mice based homestays	
		Creative tourism-based homestays	
		Community based homestays	
		Wildlife tourism	
		Others (please specify)	
B	Location of the Unit		
1	Address		
2	Village/ City		
3	Taluka		
4	District		
5	Pin code		
6	Nearest Road (Name)	Main Road	
		Access Road (if any)	
7	Location	Urban	
		Rural	
8	Google Maps location link		
9	Distance from Unit (in Km)		
a	Bus Station		
b	Railway Station		
c	Airport		
C	Applicant(s) Details - in case of Owned Property (Fill in the right segment as applicable)		

No.	Item	Details
	In case of Single Ownership	
1	Name	
2	Gender	Male: Female:
3	Category	Select the appropriate: SC: ST: PWD: OBC: EWS:
4	Aadhar No.	
5	PAN	
6	Mobile Number	
7	Alternative Mobile Number	
8	e-Mail Address	
9	Alternative e-Mail address	
10	Do you hold a Unique Disability Identification (UDID) card	Yes: No:
	In case of Single Applicant in Joint Ownership	
1	Name of applicant	
2	Name of co-owner(s)	
3	No of co-owners	
4	Gender of applicant	Male: Female:
5	Category of applicant	Select the appropriate: SC: ST: PWD: OBC: EWS:
6	Aadhar No. of applicant	
7	PAN of applicant	
8	Mobile Number of applicant	

No.	Item	Details
9	Alternative Mobile Number of applicant	
10	e-Mail Address of applicant	
11	Alternative e-Mail address of applicant	
12	Attached No Objection Certificates from the Co-owner(s) (tick as appropriate)	Yes No
D	Applicant Details - in-case of leased Property	
1	Name of Applicant	
2	Name of the Lessee	
3	Name of the Lessor	
4	Applicant's Aadhar No.	
5	Applicant's PAN	
6	Applicant's Mobile Number	
6	Lease Duration <i>"Please note: Under the provisions of the Homestay Registration Guideline 2025, the minimum remaining lease duration must be at least five years from the time of registration"</i>	From: dd/mm/yy To: dd/mm/yy

13.3. Annexure III – Homestay Renewal/ Reclassification Application Form

No.	Details of Units	Details
1	Name of Units	
2	Registration Number	
3	Date of Registration	
4	No of Lettable Rooms	
5	Total number of days occupied in last five years of operating period	
	Year 1	
	Year 2	
	Year 3	
	Year 4	
	Year 5	
6	In case of Leased property:	
	Lease Duration <i>"Please note: In accordance with the provisions of the Homestay Registration Guideline 2025, the minimum remaining lease duration must be at least five years from the time of Renewal."</i>	From: dd/mm/yy To: dd/mm/yy

13.4. Annexure IV - Undertaking and Self Declaration

To,
The Commissioner of Tourism,
Tourism Corporation of Gujarat Limited (TCGL)
Udhyog Bhavan,
Gandhinagar, Gujarat.

I, (Son/Daughter/Wife) of Mr./Ms./Mrs.
....., hereby affirm that I have thoroughly read and understood all the
terms and conditions outlined in the Homestay Registration Guideline 2025 and hereby agree
to adhere to the same.

I declare that all information furnished to the Gujarat Tourism Department is accurate and true
to the best of my knowledge and that the documents submitted are genuine.

I fully understand the legal consequences of providing false information and in the event that
the provided information is found to be false, I acknowledge that I shall be liable to prosecution
and penal action under the Indian Penal Code or any other applicable laws.

[Signature of Applicant]

Name of Applicant]

Date:

Place:

13.5. Annexure V - Police Verification Certificate

To Whom it May Concern

This is to certify that Mr./Ms./Mrs., son/wife/daughter of Mr./Ms./Mrs., residing at (address), for the past years and applying for registration of a Homestay unit under the Homestay Registration Guideline 2025, is of good reputation. There are no adverse remarks or entries made against him/her or any family members residing at the premises in this Police Station.

Signature of authorised Police Officer

Date:

Place:

13.6. Annexure VI – Homestay Registration Certificate

Gujarat Tourism Logo	<u>Certificate of Registration</u>	QR Code
This is to certify that [Homestay Unit - Name], owned/promoted/operated by Mr./Ms./Mrs. _____, has been registered as a Homestay Unit with Gujarat Tourism under the Homestay Registration Guideline 2025. Homestay Registration Number: Registration Date: Valid until: Homestay Unit Type: Homestay / Farmstay / Heritage Homestay Number of Lettable Rooms: Classification Category: Standard / Elite Address: Approved By: Commissioner of Tourism, Gujarat		

13.7. Annexure VII – Homestay Registration Documents Checklist

Annexure / Form No.	Documents	Tick all, annexed documents, as appropriate
Documents for Registration Application		
1. Mandatory Forms & Certificates		
Annexure II	Application Form	
Annexure I	Classification Criteria Checklist	
Annexure IV	Undertaking and Self-Declaration	
Annexure V	Police Verification Certificate / Pathik Portal Registration	
2. Mandatory Supporting Documents		
1	<i>Proof of Residential Unit</i> Municipal Tax, Gram Panchayat Tax or Residential Electricity Bill, Certificate from Talati/ Sarpanch (Only in case of Banni Areas), 7/12 (in case of Farmstays)	
2	Proof of Ownership: Property card/ Revenue record / 7/12, 8A, Sale Deed of Property, Mamlatdar Certificate	
3	<i>Identity Proof:</i> Aadhar Card PAN Card	
4	Photographs of Units including all bedrooms, toilets, facilities, exterior, approach road	
Mandatory Documents (if applicable) for Registration Application		

5	NoC from Co-owners NoC for all environmentally significant locations from concerned authorities	
6	Power of attorney	
Documents for Renewal/ Reclassification Application		
Mandatory Forms & Certificates		
Annexure III	Application Form: Renewal/ Reclassification	
Annexure I	Classification Criteria Checklist	
Annexure IV	Undertaking and Self-Declaration	
Mandatory Documents		
1	Registration Certificate of Homestay Unit	
2	Proof of number of days occupied	

