

APPLICATION FORM FOR RECOGNITION AS AN ACCREDITED TOUR OPERATOR IN KERALA



1) Name of the Organization

Athenatravels (India) Pvt Ltd

Type of the Organization

Head Office

Address of Head office

Athena Travels India Pvt Ltd

Rukiya Bagh, MG Road, Ravi puram Cochin-16

Telephone Numbers

0484-3013014,3013016

04842359656, 2358656

2359082,2358723

0484-3013014,3013016

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Fax Numbers

04842358856

04842358856

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04842358856

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04842358856

Email Address

athena@eth.net,athenacok@gmail.com

Website Name

www.atheenagroup.com

Address of the Branch offices(if any)

NA

2) Nature of the organization (Proprietary concern,Partnership or Incorporation)

Pvtltd

3). Name of Proprietor/ Directors/ Partners Details of their interest

If in anyother business may also be denoted

MARIYAMMA JOSE MANAGING DIRECTOR

SHAJI JOSEPH DIRECTOR

Details of their interest If in anyother business may also be denoted

SHAJI JOSEPH DIRECTOR IS AN

EXPORTER OF WOODEN MUSICAL INSTRUMENT PARTS.

4) Name, Designation, Qualifications, Experience,Salary

and Length of Service of the staff with the firm (Attach documentary proof)

1.Krishnakumari Sales Manager Tour Division,M.A,15 Years,13000/pm
1994

2.Deepa Joseph,Accountant,B.Com,3 Year, 8500/pm ,2007 Nov

3.Soumya Mary Pious,Reservation Staff,IATA,1 Year, 5500/pm,2008

4.RajiAnilkumar,CounterStaff,Pre-Degree,3Years, 7000/pm,2006

5.Latha Devi,Reservation Staff, M.A,1 year Year,6500/pm,1998

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|---|------------------|
| Location area | Commercial |
| Reception area(In square feet) | 400 |
| Accessibility to toilets (In metre) | 10 |
| 6) Name of Bank | DHALAKSHMIBANK |
| 7) Name of Auditors | Radhakrishnan vp |
| 8) Demand Draft No | 328496 |
| Demand Draft Date | 2010-06-14 |
| Demand Draft Amount | 5000 |
| a) Paid up capital (capital employed) | 900000 |
| b) Loans | |
| i) Secured | 1918478 |
| ii) Unsecured | 6735 |
| c) Reserves | 225262 |
| d) Current liabilities and provisions | 293619 |
| e) Total (3 to 6) | 3318619 |
| e) Total (3 to 6) | 502289 |
| f) Fixed assets (excluding intangible assets) | 600000 |
| g) Investment | 2841806 |

h) Current assets

2000000

i) Intangible Assets

2000000

j) Total (8 to 11)

4841806

10) Whether any activities are undertaken by the firm besides tour operations

Domestic and International airticketing documentation of travel documents, meetings and conferences.

11) Please indicate membership of International Travel Organizations, if any

MEMBER OF TRAVELAGENTS ASSOCIATION OF INDIA NO 81695ACCOK

12). Give details of volume of tourist traffic handled

up to the date of application showing foreign and internal tourist traffic

Domestic700000

Foreign500000

Clientele: special tourist groups handled

MEMBER OF TRAVELAGENTS ASSOCIATION OF INDIA NO 81695ACCOK

Name of group

SPANISH GROUP

Size

50

frequency

2

Steps taken to promote domestic tourist traffic and details of the groups handled, if any

NIL

Special programmes if any, arranged for foreign tourists

NA

13). Please indicate details of trained manpower available to operate such tours

Brochure and through contacts AND THROUGH WEB SITE

1) Undertaking

61259906282under_taking[1].doc

2) Upload reference letter on original letter head from your bankers

61259906282under_taking[1].doc

3) Details of staff employed giving names, designation

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qualification & experience if any, in tourism field (Copies of certificates to be enclosed), and length of service in your organization

4) Documentary proof (preferably registration certificates from govt.)

11258964572registration.doc

in support of beginning of operations of your firm

5) Copy of Complete Audited Balance Sheet for the latest financial year

21258971840audited_balancesheet1.doc

6) Income Tax Acknowledgement for the latest assessment year.

31260867847income.doc

7). Service Tax Registration certificate from the concerned authority

41258972880service_tax_1.doc

8) Certificate of Chartered Accountant stating your paid-up capital not less than Rs. 4.00 lakhs

51276595745four lakh[1].doc

9) List of directors/Partners or name of the proprietor

91258972136memorandum_p1.doc

10) Details of office premises (whether located in commercial or residential area, office

101258970420rent_p1.doc

11). Certificate of Chartered Accountant on original letter head in support of your turnover in foreign exchange/Indian rupees from inbound tour operation only which should not be less than Rs. 7.5 Lakhs during the last financial/calendar year.

12). Certificate from the chartered accountant showing the details of volume of tourist traffic handled up to the date of application showing foreign and internal tourist traffic separately and proof of 25% of business from selling Kerala based products

Photographs of the office building i) exterior



Photographs of the office building ii) exterior



Photographs of the office building i) interior



Photographs of the office building ii) interior

