

## What are the legal requirements to start an online travel business?

No	Countries	Compulsory requirements	Sources of Information: Amadeus Online Travel Commercial Teams based in the markets	
			What are the specific commercial requirements to start a business in the country?	What are the conditions required to become a Travel Agency in the country?
1	Australia	1) Company registration	To register a company in Australia, you must either register a company using the Australian Government's Business Registration Service (BRS) or register your company through a Private Service provider (accountant, your solicitor, or another business that provides online services with ASIC) or directly completing a form directly with ASIC - Australian Securities & Investments Commission.	Australia does not require official travel agent registration, however, ATAS is a recognized accreditation body. To become ATAS accredited, a new travel business (start-up) is required to have at least 30% of staff in a travel selling position to hold a Certificate III in Travel or equivalent or have at least 2 years' experience in a travel selling position. Additionally, you must supply a copy of your business plan and projected operational budget for the first year of trading.
2	Hong Kong	1) Company registration 2) Travel agent license	Any person who delivers an application for incorporation of a local company or an application for registration of a non-Hong Kong company will be deemed to have made a business registration application at the same time. The Companies Registry will issue the Certificate of Incorporation (or the Certificate of Registration of Non-Hong Kong Company) and the Business Registration Certificate in one go if the application is successful. Other businesses have to register with the Inland Revenue Department within one month of business commencement.	1. The Travel Agents Ordinance (TAO) puts in place a licensing regime to regulate travel agents who provide inbound and outbound travel services. 2. Travel Agents License 3. Member of approved organization specified in Travel Agents Ordinance (TAO) (Cap. 218) like Travel Industry Council (TIC)

3	India	1) Company registration	Any foreign company can establish its place of business in India by filing eForm FC-1 (Information to be filed by a foreign company). Note: The eForm needs to be digitally signed by an authorized representative of the foreign company. There is no need to apply and obtain DIN for Directors of a foreign company. However, it is mandatory to register the DSC of the authorized representative of the foreign company via associate DSC service available at the MCA portal.	Though registration as a Government of India approved Travel Agent is not mandatory, it is beneficial and provides recognition for the travel agent. The aim and objective of the scheme for recognition of Travel Agent / Agency (TA) are to encourage quality standards and service in this tourism industry. For becoming a Government of India recognized travel agent, the travel agent must satisfy certain requirements on capital invested, the number of staff employed, maintenance of minimum office space and other stipulations. Further, the application must be made to the Ministry of tourism in the required format to become a Government of India approved Travel Agent.
4	Indonesia	1) Company registration 2) Travel agent license	<p>1. The Head of the representative office submits an application to the Indonesian Investment Coordinating Board.</p> <p>2. Obtain domicile letter</p> <p>3. Register with the Tax Office</p> <p>4. Register with the Company Registry</p> <p>Time: 22-33 days</p> <p>Cost: Around IDR 10,000,000</p> <p>Those who want to start a business in the tourism industry, including travel agencies in Indonesia must comply with:</p> <ul style="list-style-type: none"> <li>- Law on Tourism of 2009;</li> <li>- The Business Certification in Tourism Sector of 2012;</li> <li>- Law 17 on Standard of Business Tourism Area of 2014.</li> </ul>	<p>Before starting operating as a travel agency, any local or foreign investor is required to register a company with the Indonesian Business Registry.</p> <p>Requirements to set up a travel agency in Indonesia</p> <p>Once the type of structure chosen to host the tour operator is registered, the travel agency must obtain a certificate of tourism business, it must appoint an auditor and must have a place of business in Indonesia.</p>

5	Japan	1) Company registration	<p>1) Finding an office address. Deciding the basic elements and prepare the required documents Securing a resident Representative Director, or in some cases a third party, who will provide a bank account to deposit the capital</p> <p>Preparing the Articles of Incorporation (teikan) The articles of incorporation are important documents that determine how the company will be managed. They must be elaborated for each case, per the needs of shareholders/investors and their relationship with directors.</p> <p>Notarization of the articles of incorporation (at the Notary Office / Koshonin yakuba) *ONLY FOR KK, not require for GK</p> <p>Notarization fee : 50,000 yen Revenue stamps (also required for GK): 40,000 yen (Note)</p> <p>Deposit of capital Since the company's bank account cannot be opened until the registration is completed, it is necessary to use one of the investors' bank account in Japan to deposit the initial capital. In the case of a foreign company's subsidiary, the Representative Director's bank account can be used.</p> <p>2) Preparing documents for the company's registration In addition to the application form, it is necessary to prepare various documents such as the notification of the company's seal (inkan) that also needs to be registered, a letter of agreement from the directors</p>	<p>Travel Agencies are not required to join the Japan Association of Travel Agencies. However, most of the travel agencies in the country are members of this organization as it supports their business credits to consumers.</p> <p>A service provider registered as a travel agent business according to the Japanese Travel Agency Act is required to appoint a Certified Travel Service Supervisor and to deposit Business Guarantee Bonds etc. to protect consumers. In the case of a service provider registered only in a foreign country however, the above may not apply.</p>
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6	Malaysia	1) Company registration 2) Travel agent license	<p>To register a company in Malaysia, you will need to be prepared with the following:</p> <ol style="list-style-type: none"> <li>1. A company name</li> <li>2. Business activities</li> <li>3. A registered office in Malaysia</li> <li>4. A minimum of 1 director (minimum 18-years of age and residing in Malaysia)</li> <li>5. A minimum of 1 shareholder</li> <li>6. A minimum of 1 Corporate Secretary who must be a member of any of the prescribed professional bodies and/or licensed by the SSM.</li> <li>7. A minimum paid-up capital of RM1</li> <li>8. Copy of all directors' &amp; shareholders' Identification Card (IC) or passport</li> </ol>	<p>Almost all the companies registered in Malaysia require the issuance of a business permit, which is established by the business field in which the company operates. Companies set up in the tourism industry in Malaysia will need several business permits, issued by the local town council. It is important to know that the investor is required to apply for the following permits: the inbound ticketing license, the outbound ticketing license and the car rental license (for businesses which offer this type of service). Local or foreign businessmen who want to open a company in Malaysia as a travel agency or as a tour operator must know that the main institution which regulates the activity of any business set up to provide tourism services is the Ministry of Tourism and Culture.</p>
7	Myanmar	1) Company registration 2) Travel agent license	<p>Foreign investors can set up 100% foreign-owned companies in most sectors in Myanmar. However, there are also certain business activities that foreign investors cannot undertake, such as:</p> <ul style="list-style-type: none"> <li>- manufacturing of products for security and defense, arms and ammunition</li> <li>- tour guide services</li> <li>- mini-markets and convenience stores</li> <li>- etc.</li> </ul> <p>The List of Restricted Investment Activities regulates the allowed foreign ownership in such sectors. Some business lines are closed to foreign investment whereas other activities require a local joint venture partner: <a href="https://emerhub.com/wp-content/uploads/list-of-restricted-investment-activities-2017-Myanmar.pdf">https://emerhub.com/wp-content/uploads/list-of-restricted-investment-activities-2017-Myanmar.pdf</a>.</p>	<p>A person desirous of carrying on tour operator business or travel agency business or both shall apply for a license in the prescribed form directly to the Directorate or through a regional branch office.</p> <p>Any person applying for a license to carry on a tourist enterprise shall have the following requirements:-</p> <ol style="list-style-type: none"> <li>(a) registered under which the Myanmar Companies Act if it is a limited company or joint-venture;</li> <li>(b) an office to carry on the business;</li> <li>(c) sufficient financial means to set up the business;</li> <li>(d) a sufficient number of skilled labor</li> </ol>

8	New Zealand	1) Company registration	<p>To apply for registration, you'll need a RealMe login to access the Companies Office website where you can:</p> <ol style="list-style-type: none"> <li>1. search the Companies Register to see if your business name is available.</li> <li>2. reserve your company name.</li> <li>3. register your company.</li> <li>4. file annual returns setting out contact details for the company and its directors.</li> </ol>	<p>New Zealand does not require official travel agent registration, however, ATAS is a recognized accreditation body. To become ATAS accredited, a new travel business (start-up) is required to have at least 30% of staff in a travel selling position to hold a Certificate III in Travel or equivalent or have at least 2 years' experience in a travel selling position. Additionally, you must supply a copy of your business plan and projected operational budget for the first year of trading.</p>
9	Philippines	1) Company registration	<p>Here are the basic requirements and procedures in registering a corporation:</p> <ol style="list-style-type: none"> <li>1. Reserve and Register Your Business Name in Securities and Exchange Commission (SEC).</li> <li>2. Acquire Barangay Clearance</li> <li>3. Acquire Business Permit from the Mayor's Office</li> <li>4. Register with the Bureau of Internal Revenue (BIR)</li> </ol> <p>Government license If you are operating a sole-proprietorship business, such as a solo home-based travel agency, register your business at DTI.</p>	<p>If you are planning to set up a partnership or corporation, your travel agency business needs to register at SEC.</p> <p>A reservation fee is required for a certain number of days to allow your business to prepare the required documents such as articles of incorporation and notarized bank certificates of deposit.</p> <p>Once you have a copy of SEC registration, go to the city or municipal business licensing office and secure Mayor's Permit.</p>

10	Singapore	<p>1) Company registration</p> <p>2) Travel agent license</p>	<p>Pre-registration requirements to register a company in Singapore</p> <ol style="list-style-type: none"> <li>1. You need to appoint a minimum of one resident director in your company.</li> <li>2. You can have anywhere between 1-50 shareholders.</li> <li>3. You need a local registered address for the company office in Singapore.</li> <li>4. You need to appoint a company secretary within six months from the date of the company incorporation.</li> <li>5. You need paid-up initial capital of minimum S\$1.</li> </ol> <p>How can foreigners start a business in Singapore? Foreigners can use either of the below options to register a company in Singapore.</p> <p>Option 1: Form a company using EntrePass &amp; Relocate to Singapore.</p> <p>Option 2: Appoint a nominee director for your new company.</p> <p>Detail Travel agent license: <a href="https://www.stb.gov.sg/content/stb/en/assistance-and-licensing/licensing-overview/travel-agent-licence.html">https://www.stb.gov.sg/content/stb/en/assistance-and-licensing/licensing-overview/travel-agent-licence.html</a></p>	<p>Before starting a Travel Agency in Singapore, one must register a company. The person or company would need to have a travel agent license to run an agency. The license will be issued by the Singapore Tourism Board (STB), a government entity. All documents are to be submitted to STB for approval. The application of the travel agent license would take about one to two weeks to process depending on the amount of completed supporting documents. The license costs \$300 and expires the following year which is issued, on 31st December. After that, the travel agency is required to renew their license.</p>
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11	South Korea	<p>1) Company registration</p> <p>2) Travel agent license</p>	<p>Steps to Register a Company in South Korea</p> <p>1. Decide the business type There are five forms of business entities available in South Korea: a) Joint-stock company (chusikhoesa) b) Limited liability company (yuhanhoesa) c) Private limited company (yuhanchaek-imhoesa) d) General partnership company (hapmyunghoesa) e) Limited partnership company (hapjahoesa)</p> <p>2. Open a Korean bank account</p> <p>3. Apply for special permissions or license if your business requires permission to open</p> <p>4. Scout a location for your business</p> <p>5. Business registration a) Name your business b) After checking the company name, uploading incorporation documents as well as filling company information, applicants can process to the payments for the corporate registration tax bill as well as the registration fee c) Take your bank account documents and real estate lease to your local district office d) Submit your documents and the application with the required fees for processing</p> <p>6. Apply for a tax registration payment certificate</p> <p>7. Nominate a tax agent for your business</p> <p>8. Apply for D-8 visa to live and operates your business in Korea.</p>	<p>To start a travel business in South Korea, please follow the below requirements.</p> <p>1) Registration to the local council as a Travel Agency</p> <p>2) Submit Business Registration Documents to GDSBSP</p> <p>3) Subscriber Agreement with GDS</p> <p>To become an IATA member, the agency must contact IATA Singapore, and deposit KRW 100 Million into a Foreign Exchange Bank</p>
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12	Sri Lanka	1) Company registration	<p>1) Obtaining approval for the company name: Searching for a unique company name can be done online via the website of the Department of the Registrar of Companies.</p> <p>2. Submitting company registration forms After obtaining the name approval, submit Form No. 1, 18, and 19. All forms should be printed or typewritten. (Section 475). Handwritten forms will not be accepted.</p> <p>3. Submit Articles of Association A company may either adopt the standard set of Articles of Association in Table A of the Companies Act of Sri Lanka or draft its own Articles of Association. You must submit 2 copies.</p> <p>4. Give public notice of incorporation After everything else is done, the final procedure is to give public notice. This is usually done by publishing a small blurb on the local papers. This should include the company registration number &amp; the name of the company. As well as the Registered office address of the company. This should be on at least one issue of the Gazette; and in at least one issue of a daily newspaper in the Sinhala, Tamil &amp; English languages, circulating in the area of business.</p>	Any Travel Agency conducting the business of Airline Ticketing in Sri Lanka is required to obtain a license from DGCA.
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13	Taiwan	<p>1) Company registration</p> <p>2) Travel agent license</p>	<p>Company Registration Procedures</p> <ol style="list-style-type: none"> <li>1. Decide Company Key People</li> <li>2. Reserve Your Company Name</li> <li>3. Application to Investment Commission of The MOEA For Approval of Foreign Investors.</li> <li>4. Open Bank Account as A Preparatory Office, Then Remit Money</li> <li>5. CPA Certifies Your Invested Capital Is “Enough”</li> <li>6. Application to Investment Commission of MOEA To Examine And</li> <li>7. Certify Foreign Equity Investment</li> <li>7. Register the Company</li> <li>8. Go to Tax Office and Register as A Tax-Paying Entity</li> <li>9. If Applicable, Apply for Import or Export License.</li> <li>10. Change Name on Bank Account</li> <li>11. Apply for Health and Labor Insurance</li> </ol> <p>*Local legal entity is required for operation (all types of business). Taxation responsibility is inevitable to ensure business survival.</p> <p>*"Travel Agency" is a restricted type of business in TW which requires to apply for a government license. There are 3 types of licenses to differentiate the scope of services an agency can provide.</p> <p>*Note: for that travel tech companies &amp; cross the border who do not collect money directly from travelers are in the gray area. May or may not be a target of the government's audit. If B2C monetary transaction is involved, then a travel agency license is mandatory.</p>	<p>Foreign-invested travel agencies shall not engage in Chinese mainland residential travel business abroad and Chinese mainland residential travel business in Hong Kong Special Administrative Region, Macao Special Administrative Region, and Taiwan, but except otherwise the decisions by the State Council or free trade agreements and the Mainland and Hong Kong and Macao Closer Economic Partnership Arrangements signed by China.</p>
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14	Thailand	1) Company registration 2) Travel agent license	In most cases, the preferred first step to setting up a new business in Thailand is the establishment of a Thai limited company – a Thai equivalent of the Limited Liability Company (LLC). Unlike in the West, its creation does not happen immediately but instead, a more formalized incorporation process takes place. To begin the process, there are two essential documents: The Articles of Association and the Memorandum of Association, both of which must be registered with the Thai Ministry of Commerce. Articles of Association can be tailored to suit the specific needs of a company, if the original shareholders and promoters (if different) agree to the terms in writing.	The travel and tour guide sector in Thailand is regulated by the Tourist Business and Guide Act. To be able to open a travel agency in Thailand, the company has to acquire the Tourism Authority of Thailand (TAT) license with the Tourist Business and Guide Registration Office.
15	Vietnam	1) Company registration	To register a company in Vietnam, you'll need approval from the Department of Planning and Investment (typically in the form of an Investment Registration Certificate, IRC) for your project in Vietnam, and then an Enterprise Registration Certificate (ERC) for the creation of your company. The official timelines are about 45 days for the completion of these stages, but preparation is key.	- According to the commitments of Vietnam as a member of WTO, Vietnam has not undertaken to permit the establishment of 100% foreign-owned travel companies providing travel agency and tour operator services, Therefore, foreign investors shall establish joint-ventures with Vietnamese partners to provide travel services. '- Travel services under Vietnam's Commitment including travel agencies and tour operators. The capital contribution of foreign investors in joint-ventures companies is not limited but must be less than 100%. However, a foreign investor could only set up a joint venture with a unit has been granted international travel business license for tour operator services