

20141474632

MINISTRY OF ECONOMY

Pursuant to Article 57 paragraph 2 of the Law on Tourism (“Official Gazette of the Republic of Macedonia” No. 62/04, 89/08, 12/09, 17/11, 47/11, 53/11, 123/12, 164/13 and 27/14), the Minister of Economy enacted

GUIDELINES FOR MODIFICATIONS AND AMENDMENTS TO THE INSTRUCTION ON THE MANNER, TYPE AND THE AMOUNT OF SUBSIDIES

Article 1

Line 2 of Article 3 paragraph (1) of the Instruction on the manner, type and the amount of subsidies (“Official Gazette of the Republic of Macedonia” no.53/13) shall be amended and reads:

“Organized group transportation with specially rented buses, airplanes and trains, or purchased minimum ten seats on the means of transport listed above, from the departure site of the group to the place of use of the service in the accommodation facility and return of the group on the same route (transportation by bus, airplane, or train during the stay in Macedonia is not included);”

Article 2

Line 2 of Article 4 item 1) shall be amended and reads:

“A copy of the travel order, a copy of the invoice of the transporter from which are visible the data of: the departure point and the arrival point and the date of the transportation completed;

A new line 3 shall be added following line 2, which shall read:

“Proof of payment of the invoice for the transportation completed (a copy of the transfer order or extract)”.

In line 4 of paragraph 2) the conjunction “and” shall be replaced by a semicolon.

In line 5, the full stop shall be replaced by a semicolon and two new paragraphs 6 and 7 shall be added, and read the following:

- “Proof of payment of invoice for the transport completed and
- An invoice with visibly marked data of the period and travel route of the group by a domestic carrier and proof of its payment, if the travel program covers a travel route through different places in Macedonia.”

In line 1 of item 3) the conjunction “and” shall be replaced by a semicolon.

In line 2, the full stop shall be replaced by a semicolon and two new paragraphs 3 and 4 shall be added, and read the following:

- "List of information about the foreign tourists, for which the application is being submitted and
- evidence of payment of the invoice for the transport completed."

Line 2 of item 4) shall be amended and shall read:

"Confirmation for the group, for which the application is being submitted with marked information about the passengers and the period of stay validated by the foreign partner."

In line 3 the conjunction "and" shall be replaced by a semicolon.

In line 4, the full stop shall be replaced by the conjunction "and" and a new line 5 shall be added, which reads:

- "An invoice with marked data on the period and travel destination of the group and evidence of its payment."

Article 3

In Article 5 paragraph 1, line 1 shall be amended as follows:

"Program for the specific travel arrangement for which the subsidy application is being submitted;"

Line 2 shall be amended and shall read the following:

"License A for the applicant, or a license for tour operator activities;"

Line 3 shall be amended and shall read:

"A copy of the lease agreement concluded with the accommodation facility, offering at least bed & breakfast service and a copy of the decision on categorization of the accommodation valid for the period of stay of the group."

Following line 3, three new lines 4, 5 and 6 shall be added, reading the following:

- "A certified list of foreign tourists – rooming list or guest specifications;
- A copy of the invoices of all accommodation facilities in the country in which the guests have been staying throughout the entire implementation of the subsidized program, with proof of payment of the invoice (a copy of the transfer order or extract);
- An additional agreement including a registered facility for performing catering business (in case the bed & breakfast service is separated), a copy of the invoice with visible data for the period, the amount and the type of the service completed and evidence of payment of the invoice by the catering facility (a copy of the transfer order or extract);"

Article 4

In the opening sentence of Article 8 paragraph (1), after the words: “rented bus” the following words shall be added: “or rented minimum ten seats on regular lines”.

Article 5

In Article 9 paragraph (2) in item c) the words: “North and South America, Australia and the Far East” shall be deleted.

Article 6

The Appendices 1, 2, 4, 5 and 6 shall be replaced by new Appendices 1, 2, 4, 5 and 6, which are an integral part of these Guidelines.

Appendix 3 shall be deleted.

Article 7

The Guidelines shall enter into force on the day following their publication in the “Official Gazette of the Republic of Macedonia”.

No.13-4175/2
September 9th, 2014
Skopje

Minister of Economy,
Bekim Neziri, signature

Coat of arms of the Republic of Macedonia

REPUBLIC OF MACEDONIA

MINISTRY OF ECONOMY

APPENDIX 1

Form SU-1

APPLICATION FOR SUBSIDY FOR THE HOLIDAY PROGRAM IN FOREIGN (BUS) TOURIST TRAVEL

No. _____

1. Name and address of the Agency: _____

2. Name and address of the accommodation facility where organized tourist groups are directed

3. Point of departure of the group _____

4. Date of a) departure of the group

b) return of the group

5. Duration of stay of the group in the tourist place

6. Name and address of the carrier

7. License plate number of the bus

8. Total number of seats in the bus

9. Total number of tourists in the group

10. Amount of the requested subsidy:

State of origin of the tourists _____ x _____ a day =
_____ a day

11. Name and address of the bank and bank account number of the Agency

Attachment:

I) General documentation:

- Travel arrangement program;
- License A or proof (license) for performing tour operator activities;
- The Lease Agreement with the accommodation facility and decision on categorization of the accommodation facility;
- Rooming list validated by the accommodation facility;
- Copies of the invoices of all accommodation facilities in the country in which the guests have been staying throughout the implementation of the subsidized program, with proof for payment of the invoice (a copy of the transfer order or extract) and
- Bank statement on foreign exchange earnings for the foreign tour operator upon executed payment.

II) Specific documentation:

- A copy of the travel order for bus transport, a copy of the invoice of the carrier with marked data of the point of departure and arrival of the group and the date of the transportation completed;
- A proof of payment of the invoice for the transport completed (a copy of the transfer order or extract) and
- Interbus list with marked data about the foreign tourists and the border crossing points.

PLACE AND DATE OF SUBMISSION OF
THE APPLICATION

APPLICANT'S SIGNATURE

Coat of arms of the Republic of Macedonia

REPUBLIC OF MACEDONIA

MINISTRY OF ECONOMY

APPENDIX 2

Form SU-2

APPLICATION FOR SUBSIDY FOR THE HOLIDAY PROGRAM IN INTERNATIONAL AIR TRAVEL

No. _____

1. Name and address of the Agency: _____

2. Name and address of the accommodation facility where organized tourist groups are directed

3. Place of take off _____
4. Place of landing _____
5. Number and date of flight
 - a) Departure of the group

 - b) Return of the group

6. Duration of stay of the group in the tourist place

7. Name and address of the air carrier

8. Type of airplane and agreed number of seats
 - Charter flights _____
 - Regular flights _____
9. Number of passengers in the group _____

10. Amount of the requested subsidy _____

a) Number of passengers reached in air transport by charter line

_____ x _____ a day = _____ a day

b) Number of passengers reached in air transport by regular line

_____ x _____ a day = _____ a day

11. Name and address of the bank and bank account number of the Agency

Attachment:

I) General documentation:

- Travel arrangement program;
- License A or proof (license) for performing tour operator activities;
- The Lease Agreement with the accommodation facility and decision on categorization of the accommodation facility;
- Rooming list validated by the accommodation facility;
- Copies of the invoices of all accommodation facilities in the country in which the guests have been staying throughout the implementation of the subsidized program, with proof for payment of the invoice (a copy of the transfer order or extract) and
- Bank statement on foreign exchange earnings for the foreign tour operator upon executed payment.

II) Specific documentation:

- A copy of the Airplane Lease Agreement with the air carrier, with clearly marked data on: the number of seats in the plane, the place of take-off and landing of the plane, the number of scheduled flights;
- A copy of the daily report on the flights at domestic airports, as well as confirmation on the completed arrival of the charter flights;
- A copy of an agreement or an offer by the air carrier, or account, or photocopy of the account of the air carrier, or copy of the plane ticket in regular flights;
- A flight list with marked foreign tourists and precise specification of the accommodation facility, for which the subsidy application is being submitted;
- A proof of payment of the invoice for the transport completed and
- An invoice with marked data on the period and tour destination of the group by a domestic carrier and proof of its payment, if the travel arrangement program covers travelling throughout different places in Macedonia.

PLACE AND DATE OF SUBMISSION OF
THE APPLICATION

APPLICANT'S SIGNATURE

Coat of arms of the Republic of Macedonia

REPUBLIC OF MACEDONIA

MINISTRY OF ECONOMY

APPENDIX 4

Form SU-4

CERTIFICATE

The Tourist Bureau (other institution)

Certifies that the guests accommodated in the room and apartment type facilities have been registered for their stay and the tourist tax paid.

Guest List

- | | | |
|----|-------|-----|
| 1. | _____ | 8. |
| | _____ | |
| 2. | _____ | 9. |
| | _____ | |
| 3. | _____ | 10. |
| | _____ | |
| 4. | _____ | 11. |
| | _____ | |
| 5. | _____ | 12. |
| | _____ | |
| 6. | _____ | 13. |
| | _____ | |
| 7. | _____ | 14. |
| | _____ | |

PLACE AND DATE

TOURIST BUREAU
SIGNATURE OF THE PERSON IN CHARGE

- Accommodation facilities are considered those accommodation facilities which are categorized and registered for commercial operation.
- If rental of the facility, offering at least bed & breakfast service, is carried out through a Macedonian travel agency, the same shall validate the form SU-4.
- For the guests for which rental is carried out by a Macedonian travel agency, for room and apartment type accommodation, validation of the reported stay and payment of tourist tax for the guests shall be also performed by the tourist bureau in the place of stay of the tourists.

Coat of arms of the Republic of Macedonia

REPUBLIC OF MACEDONIA

MINISTRY OF ECONOMY

APPENDIX 5

Form SU-5

APPLICATION FOR SUBSIDY FOR THE HOLIDAY PROGRAM IN INTERNATIONAL RAIL TRAVEL

No. _____

1. Name and address of the Agency: _____

2. Name and address of the accommodation facility where organized tourist groups are directed

3. Point of departure of the group _____

4. Date and time of a) departure of the group

b) return of the group

5. Place of arrival of the group _____

6. Duration of stay of the group in the tourist place _____

7. Total number of tourists in the group _____

11.? Amount of the requested subsidy for rail transport:

Number of tourists reached _____ x _____ a day =

_____ a day

12. Name and address of the bank and bank account number of the Agency

Attachment:

I) General documentation:

I) General documentation:

- Travel arrangement program;
- License A or proof (license) for performing tour operator activities;
- The Lease Agreement with the accommodation facility and decision on categorization of the accommodation facility;
- Rooming list validated by the accommodation facility;
- Copies of the invoices of all accommodation facilities in the country in which the guests have been staying throughout the implementation of the subsidized program, with proof for payment of the invoice (a copy of the transfer order or extract) and
- Bank statement on foreign exchange earnings for the foreign tour operator upon executed payment.

II) Specific documentation:

- A copy of the agreement with the rail carrier for carriage lease, or copy of the account of the rail carrier with visible data on: the place of departure and arrival of the group, number of seats in the carriage and the date of the completed carriage;
- A list of information about the foreign tourists, for which the application is being submitted and
- A proof of payment of the invoice for the transport completed.

PLACE AND DATE OF SUBMISSION OF
THE APPLICATION

APPLICANT'S SIGNATURE

Coat of arms of the Republic of Macedonia

REPUBLIC OF MACEDONIA

MINISTRY OF ECONOMY

APPENDIX 6

Form SU-6

APPLICATION FOR SUBSIDY IN COMBINED TOURS AND ROUNDTRIPS IN THE REGION

No. _____

1. Name and address of the Agency: -

2. Type of means of transport used for reaching the Republic of Macedonia

3. Place of start/end of the roundtrip

4. Date of start/end of the roundtrip

5. Name and address of the accommodation facilities of stay of the tourists during the roundtrip

a) _____

b) _____

c) _____

d) _____

e) _____

6. Total duration of the roundtrip (number of nights including breakfast)

7. Name and address of the bus carrier

8. Name and address of the air carrier

9. Amount of the requested subsidy:

Number of tourists reached _____ x _____ a day =
_____ a day

10. Name and address of the bank and bank account number of the Agency

Attachment:

I) General documentation:

- Travel arrangement program;
- License A or proof (license) for performing tour operator activities;
- The Lease Agreement with the accommodation facility and decision on categorization of the accommodation facility;
- Rooming list validated by the accommodation facility;
- Copies of the invoices of all accommodation facilities in the country in which the guests have been staying throughout the implementation of the subsidized program, with proof for payment of the invoice (a copy of the transfer order or extract) and
- Bank statement on foreign exchange earnings for the foreign tour operator upon executed payment.

II) Specific documentation:

- A certificate for the group for which the application is being submitted with clear and marked data about the passengers and the period of stay, validated by the foreign partner;
- A copy of the agreement with the Macedonian travel agency, or certificate for a roundtrip by a foreign agency with a Macedonian travel agency from which it shall be ascertained if the Macedonian travel agency operates on behalf or on account of the foreign agency, or it is the organizer selling travel programs of a foreign agency;
- An invoice with marked data of the period and the tour destination of the group and its payment and
- The Interbus list with marked data about the foreign tourists and the border crossing points.

PLACE AND DATE OF SUBMISSION OF
THE APPLICATION

APPLICANT'S SIGNATURE