

**THE TOURIST BOARD ACT (1985)**  
**APPLICATION FOR MOTOR BIKE RENTAL COMPANY LICENCE**

**NEW**

NAME OF APPLICANT.....  
ADDRESS.....  
.....  
NAME OF COMPANY.....  
EXACT LOCATION .....

TEL. #.....FAX #.....

EMAIL ADDRESS .....

DATE OF COMPANY REGISTRATION.....

MANAGER'S NAME.....

NUMBER OF BIKES/UNITS IN FLEET.....

NUMBER OF HELMETS.....

NUMBER OF EMPLOYEES  
.....

**I HEREBY CERTIFY THAT THE INFORMATION GIVEN HEREIN IS TO THE BEST OF MY KNOWLEDGE AND BELIEF A TRUE AND ACCURATE TESTIMONY.**

.....  
**SIGNATURE OF APPLICANT**

.....  
**DATE**

**DOCUMENTS TO BE SUBMITTED WITH APPLICATION**

1. Copy of deposit requirement terms/ conditions of rental and Cancellation/Refund document
2. Copy of Public Liability Insurance
3. Copy of Certificate of Incorporation
4. List of Directors
5. Copy of Registration of Business Name (where applicable i.e. if Business Name is different from the name of the Company)
6. Letter of Good Standing - Companies Office of Jamaica
7. Copy of Tax Registration Number (TRN)
8. Approval from local planning authority (Parish Council e.g. KSAC, St. James Parish Council)
9. List of Bikes in fleet including year type, model and licence number (vehicle must be registered in operating company's name)

**Revised September 17, 2014**

**CONDITIONS PROPOSED FOR MOTOR BIKE RENTAL COMPANY/OPERATION  
IN THE TOURIST INDUSTRY**

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- Motor Bike Rental operators are required to be established in accordance with the laws of Jamaica.
- The operator must maintain adequately staffed and a conveniently located service office and/or responsible representative in each resort area served.
- Service office/representative must have regular opening hours as is customary in the "trade".
- Service office/representative must be properly identified and provided with telephone service to facilitate easy contact.
- Operator's money exchange and collection systems must work in accordance with the Bank of Jamaica/Exchange Control regulations.
- A schedule of bike rental rates and conditions must be displayed, indicating types of motor bikes applicable advance quotation and notice normally given for cost revision.
- The operator must assure that bikes are currently licensed and that adequate liability insurance protection is maintained relating to rental units and equipment in the event of loss, damage or accident. (crash helmets must be supplied along with bikes on rental).
- Terms of rental, deposit requirement and insurance protection provided as well as renter's liability and licence requirement to be clearly stated in advance information regarding rental contracts.
- Contract forms used for completing rental agreements to be subject to approval by the Jamaica Tourist Board.
- Authorised personnel of Tourism Product Development Company to be allowed by operator to exercise scheduled inspection.