



Guidelines to Obtain a Tourist Establishment Licence (Trailer Park/Campground)

To qualify for a **Tourist Establishment Licence** for a Trailer Park/Campground, under the *Tourist Establishment Regulations* the following criteria **must** be met and copies of all approvals **must** be forwarded to the Department of Tourism, Culture, Industry and Innovation.

1. Section 4 of the *Tourist Establishment Regulations* states that a trailer establishment requires a **Tourist Establishment Licence**. A trailer establishment is defined as a “commercial establishment comprising land used or maintained for tents, tent trailers, travel trailers, pickup campers or other recreational vehicles providing sleeping accommodations (whether paying or not).”
2. Section 7 states that the application for a licence will be refused if the establishment does not comply with all applicable regulations (such as those under the *Public Health Act* and the *Public Safety Act*).
3. **Prior to applying for a Tourist Establishment Licence**, please ensure that all other required regulatory approvals have been obtained. These include:
 - **Service NL Approval** under the *Electrical Regulations*;
 - **Fire Inspection** if public use buildings are part of the development (*fire inspection must be completed and dated within 12 months prior to the issuance of the Tourist Establishment Licence*);
 - **Municipal Approval &/or Service NL, Environmental Health Approvals (water & sewer service)** (*if your location doesn't fall under a municipal water and sewer service or it falls under a Local Service District, then an Environmental Health approval through Service NL, Government Service Centre is required*); and
 - **Canada Select NL** (*Camping Select inspection and fee payment indicating that minimum requirements for licencing have been met*).

Copies of the approvals must be submitted with the Tourist Establishment Licence application.

Please forward application and copies of all required approvals to:

Department of Tourism, Culture, Industry and Innovation

P.O. Box 8700

St. John's, NL A1B 4J6

Attn: Eva Trickett

**GOVERNMENT SERVICE CENTRE OFFICES
SERVICE NL**

Internet address: <http://www.servicenl.gov.nl.ca/>

Please note that business hours and counter service hours may vary at some locations. Also, note that all services are not available at every location. It is advisable to call ahead to confirm the hours of operation and the availability of services.

REGIONAL OFFICES

St. John's/Mt. Pearl

149 Smallwood Drive, Mt. Pearl
P. O. Box 8700
St. John's, NL A1B 4J6
Tel: 709-729-3699
Fax: 709-729-2071

Clarenville

8a Myers Avenue
Mailing Address:
8 Myers Avenue, Suite 201
Clarenville, NL A5A 1T5
Tel: 709-466-4060
Fax: 709-466-4070

Gander

Fraser Mall, 230 Airport Boulevard
P. O. Box 2222
Gander, NL A1V 2N9
Tel: 709-256-1420
Fax: 709-256-1438

Corner Brook

84 Mount Bernard Avenue
Sir Richard Squires Building
P. O. Box 2006
Corner Brook, NL A2H 6J8
Tel: 709-637-2204
Fax: 709-637-2681

Happy Valley-Goose Bay, Labrador

2 Tenth Street
P. O. Box 3014, Stn. B
Happy Valley-Goose Bay, NL A0P 1E0
Tel: 709-896-5428
Fax: 709-896-4340

AREA OFFICES

Harbour Grace

7-9 Roddick Crescent
P.O. Box 512
Harbour Grace, NL A0A 2M0
Tel: 709-945-3107
Fax: 709-945-3114

Grand Falls-Windsor

Provincial Building
3 Cromer Avenue
Grand Falls-Windsor, NL A2A 1W9
Tel: 709-292-4206 / 4259
Fax: 709-292-4149

Tourism Quality Assurance of Newfoundland and Labrador *Camping Select Program*

Under the *Tourist Establishment Regulations* a trailer park/campground establishment can only be licenced if it has been inspected and holds a minimum one star facility rating according to criteria of the Camping Select Program.

Under an agreement with the Department of Tourism, Culture, Industry and Innovation, the Camping Select Program is independently administered by Tourism Quality Assurance of Newfoundland and Labrador (TQA). An employee with TQA conducts the assessment of a property and determines the facility and recreational star rating based on the Camping Select prescribed criteria. The assessment only occurs after the establishment has met all other regulatory requirement. A fee is charged for the assessment and must be paid before the property rating is submitted to the Department of Tourism, Culture, Industry and Innovation.

It is important to note that the Department of Tourism, Culture, Industry and Innovation will only issue a Tourist Establishment Licence after a property has received all other regulatory permits/ approvals and has been assessed and rated by TQA (and the fee has been paid to Tourism Quality Assurance of Newfoundland and Labrador).

Further information about the Camping Select Program can be obtained by contacting:

Tourism Quality Assurance of Newfoundland and Labrador
71 Goldstone Street, Suite 102
St. John's, NL A1B 5C3
Tel: (709) 722-3133
1-877-722-3133
Fax: (709) 722-8104
E-mail: gdick@canadaselectnl.com

Or, check out the Tourism Quality Assurance of Newfoundland and Labrador website at:

<https://www.tqanl.ca/>



**ENVIRONMENTAL HEALTH INSPECTION CERTIFICATE
FOR A TOURIST ESTABLISHMENT**

This is to certify that

(Name of Tourist Establishment)

(Location)

(Mailing Address)

fulfills the requirements of the **Health and Community Services Act**. This certificate does not exempt the facility from any other legislative responsibilities of the operator that may need to be addressed.

Recommendations (if applicable)

Environmental Health Officer

Date of Inspection

Note: This Certificate is to be signed by an Environmental Health Officer from your local Government Service Centre office, after their inspection has been completed.