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**THE HOTELS AND TOURIST ESTABLISHMENTS
(HOTEL APARTMENTS)
REGULATIONS, 1985 TO 2000**
(English translation and consolidation)

**Office of the Law Commissioner
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ΓΕΝ (Α) – Π.Ι.

NICOSIA

**THE HOTELS AND TOURIST ESTABLISHMENTS
(HOTEL APARTMENTS)
REGULATIONS, 1985 AND 2000**

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40 of 1969
52 of 1970
17 of 1973
34 of 1974
28 of 1985
42 (I) of 1995
80 (I) of 1995
16 (I) of 1999
68 (I) of 1999
91 (I) of 2000
170 (I) of 2000.

In exercise of the powers vested in it by section 22 of the Hotels and Tourist Establishments Laws, 1969 to 2000, the Council of Ministers makes the following Regulations:

**PART I
INTRODUCTORY PROVISIONS**

Short title.
Official Gazette
of the Republic,
Third
Supplement (I):
12.7.85
Third
Supplement (I):
18.6.99
30.6.2000.

1. These Regulations may be cited as the Hotels and Tourist Establishments (Hotel Apartments) Regulations, 1985 to 2000.

Interpretation.

2.-(1) In these Regulations unless the context otherwise requires-

«apartment» means a self-contained area of the business consisting of a group of interconnected areas and rooms and having as of construction and supply with networks, installations, furniture, equipment, and various other items the characteristics of a fully furnished and equipped apartment registered in accordance with the Registration of Non-Licensed Establishments Law;

47 of 1982
79 of 1985
136 of 1988
106(I) of 1998
194(I) of 2002.

«bed» means such furniture permanently placed in the apartment, which shall be of a common hotel type;

«bedroom» means the apartment room with the permanently placed furniture, intended for the sleeping accommodation of the residents of the apartment;

«Board» means the Board of Directors of the Organisation;

«business» means the business of Hotel Apartments;

«capacity in apartments» means the total number of existing apartments in every business;

«capacity in beds» means as regards an apartment the total number of beds permanently placed therein (common hotel type beds), as regards however a business the total of the capacity in beds of all apartments;

«guest» means the resident of the apartment and the persons accompanying him;

«fixed prices» means the prices referred to in section 10 of the Law;

«hotel apartments» means the apartments characterised as such pursuant to subsection (6) of section 18 of the Law;

«kitchen» means an independent area within the apartment or, as the case may be, a part of the sitting and dining space, intended as of construction and networks, installations, furniture, and equipment placed therein, as well as the suitable arrangement thereof, for storing, or cooking or, in any case, preparation for offering meals;

40 of 1969.

«Law» means the Hotels and Tourist Establishments Law, 1969 and includes any law amending or substituted for the same;

«low season» or «high season» means such periods of time, respectively, as the Board may prescribe;

«Manager» means the Manager of the business or the owner of the business managing the same and includes every employee authorised by him.

«price for accommodation» means the price for accommodation of a guest in an apartment;

«resident» means the guest residing in the apartment.

«sitting and dining space» means a room of the apartment intended for the accommodation and dining therein of the residents of the apartment;

(2) All remaining terms and expressions shall have the meaning respectively assigned to them by the Law.

PART II CLASSIFICATION, LICENCE, PRICES AND PARTICULARS OF GUESTS

Classification.

3.-(1) The Board of Directors shall proceed with the classification of the hotel apartments following an examination as to the concurrence of the conditions and requirements provided by these Regulations.

(2) The examination shall be carried out by members of the Committee or Officers authorized by the Organization for the purpose.

(3) The decision of the Committee upon the examination shall be submitted duly reasoned before the Board of Directors, which shall proceed with the classification.

(4) Every business owner shall submit to the Organisation any particulars, forms and information, which may be requested by the Organisation:

The submission of any false or misleading particulars, forms or information by the owner of the business shall constitute an offence. The Board of Directors may, in cases of submission of false or misleading particulars or forms of information, revoke the licence to operate a business.

- Licence to operate. **4.**-(1) The licence to operate shall be issued upon classification in the name of the owner of the business and shall concern a particular business.
- First Table. (2) The licence shall be issued in the form set out in the First Table.
- (3) The license shall be valid for one year and shall expire on the 31st of December of every year, and shall be renewed upon payment of the requisite fees:
- Provided that, the right of accession to the category of Hotel Apartments is forfeited where the licence to operate the business has not been renewed for a year.
- Second Table. (4) The fees payable by the owner of the business for the issue of a licence or of copy of same shall be set out in Second Table.
- Name of business. **5.** Every business must have its own name following the approval by the Organisation.
- Provided that, the Board of Directors may reject any name which in its opinion is inappropriate regarding the character of the business or which would link it to any other hotel business or tourist establishment in operation.
- Prices. **6.** Fixed prices shall include:
- (a) the price for accommodation;
- (b) the service charges;
- (c) the extra charge on the price for accommodation due to the operation of an air conditioning installation, where there is such installation and is placed at the disposal of the guests;
- (d) the percentage payable to the Organization in accordance with subsection (7) of the section 10 of the Law;
- (e) the accommodation fees payable to the local administrative authorities as provided by legislation.
- Accounts. **7.**-(1) A numbered account must be issued by the owner of the business for every service rendered to a guest.
- (2) Copies of the issued accounts shall be kept by the owner of the business for a period of 18 months following their issue.
- (3) Every owner of a business must keep records of the collections made by the business according to circular guidelines of the Organisation.

Payment of
percentage.
Official Gazette,
Supplement III (I):
30.6.2000.*

8.-(1) Every Director or owner of a business must submit every three months to the Organisation the percentages collected or charged by him in accordance with the provisions of subsection (7) of section 10 of the Law.

Official Gazette,
Supplement III (I):
30.6.2000.*

(2) These amounts shall be submitted to the Organisation by the 25th day of the month which follows the immediately preceding three months period together with the corresponding particulars referred to in paragraph (3).

(3) For the application of the provisions of paragraphs (1) and (2) of this Regulation, every Manager or owner of the business must comply with the circular guidelines issued by the Organisation and submit thereto any particular or form which may be requested of him.

(4) Every organ authorised by the Organisation may, at any reasonable time and upon notice, enter the offices of the business to inspect and examine any related books and receive from the Manager or the owner of a business or any authorised representative thereof copies or extracts of same, as well as any other information which he deems necessary for ascertaining whether the provisions of this Regulation have been complied with.

Particular and
statistics of guests.

9.-(1) Every Manager or owner of a business shall keep a special printed document in the form prescribed by notification under number 534 published in Part II of Third Supplement of the Official Gazette of the Republic of the 4.8.1972.

(2) Every Manager or owner of a business shall be bound, in compliance with circular guidelines of the Organisation, to submit thereto any statistical data concerning the number of guests who have stayed in his business.

Similarly he shall be bound to place at a conspicuous place of the business any circular and shall bring to the attention of the guests the contents of any circular guidelines of the Organisation, if the Organisation so requires.

Offences and
penalties.

10.-(1) Any person who contravenes any of the provisions of Regulations 3(4),7,8 and 9 or omits to comply therewith shall be guilty of an offence and shall be liable upon conviction to the sentence of imprisonment not exceeding 6 months or to a fine not exceeding three hundred pounds or to both such imprisonment and fine.

(2) In addition to any other sentence provided for under paragraph (1), the Court upon the conviction of any person for an offence in accordance with paragraph (1), shall be vested with the power to order:

- (a) the convicted person to comply with the relevant provisions of the Regulations;
- (b) the closing down or suspension of the operation of the hotel apartments for such time as the Court may consider appropriate.

* These Regulations shall come into force on 1st July 2000.

PART III

BUILDINGS, INSTALLATIONS AND REMAINING CONDITIONSBusiness
apartments.

11.-(1) Every business must have at least five apartments in a self-contained building irrespective of its capacity:

Provided that, the apartments must belong to Cypriot citizens of the Republic, who shall be bound to present relevant facts of proof.

(2) All apartments in a self-contained building must be included in the capacity of the business and must bear the special sign on the outer door:

Provided that, the operation of more than one business in every building or buildings constituting a centralised whole within a centralised space shall be prohibited.

(3) (a) Apartments shall, according to the number of available bedrooms, be distinguished as one, or two or three bedroom or studio type consisting of one room for both use of sleep and accommodation.

(b) The minimum floor area of a bedroom shall be at least 8sqm.:

Provided that, the floor area shall be the net area not including the space occupied by the wardrobe, whether built-in or not.

Management.

12. Every business shall have a person in charge / manager who shall be answerable to the Organisation for the strict application of the Law and Regulations and who must command at least one foreign European Language.

Reception hall.

13.-(1) Whenever the capacity of the business exceeds eight apartments there must be available a private reception and registration hall for the guests, of an area of at least 8sqm. In businesses of smaller capacity the said area may be suitably arranged next to the entrance of the building provided the area shall not be less than 5sqm.

(2) The business must offer general services to guests during the whole twenty-four hour period.

Telephone.

14. The installation of a telephone exchange at a conspicuous place in the business shall be compulsory, and such must be available for use by the guests during the whole twenty-four hour period.

Storerooms.

15. Every business must provide a storeroom, of general use, of adequate area depending on the capacity of the business.

Furniture, etc.

16.-(1) Every apartment shall be provided by the business in a number corresponding to the capacity in beds of the apartment, with the commonly accepted as necessary furniture and utensils, for preparing, serving and consuming food and beverages, the materials and means for cleaning the same, garbage containers, etc., as well as the necessary mattresses, blankets, tablecloths, face- towels, etc, in a sufficient number.

(2) The business shall:

- (a) secure for every apartment continuous and uninterrupted operation of machinery and installations placed therein;
- (b) replace with clean ones the linen of the apartment twice a week;
- (c) ensure the cleaning and tidying of the apartment, the collection and removal therefrom of the garbage and replacement of the garbage containers with clean ones, daily.

(3) All services referred to in paragraphs (1) and (2) etc, shall be available without extra charge on the guests, and shall be included in the price referred to in Regulation 6.

(4) The kitchen of the apartment shall be provided above the cooking stove with a suitable mechanical appliance for absorbing the smells and steam produced, shall be ventilated, and shall be equipped with installation of running hot and cold water with a sewage and shall be provided with, inter alia, a sink, a cooker of at least two hotplates, a refrigerator and suitable cupboards for storing foodstuffs and utensils for preparing and consuming the same.

(5) Furniture, utensils and linen of the business shall appear to be adequate so as to ensure comfortable conditions of stay and full service of the guests, harmonious operation of the services and aesthetic appearance. The movable items of decoration shall be considered to be part of the furniture.

Electrical
installations.

17.(1) The electrical installations shall be complete and extend to all the areas of the apartment. The fixing of lighting apparatus shall be made in accordance with the accepted technical terms and aesthetic rules and the electric intensity thereof shall be adequate. The Electricity Regulations in force for the time being shall be applicable with regard to electric installations.

(2) The rating of the fixed ceiling lighting fittings of the bedrooms must not be less than sixty watts. The operation of the switches of such fittings shall be possible both from the entrance of each room and if possible from each bed. The ceiling lighting fittings may be replaced by walled mounted or portable lights, provided the above conditions are satisfied. Near each bed there must necessarily be a socket outlet for placing a portable lamp, which shall be compulsory where above each bed no wall mounted lighting fitting is fixed or functions. The operation of the switches of wall mounted lighting fittings or of the portable lamps shall be possible also from the position of a person lying down in the bed situated next or underneath the lighting fitting.

(3) All lighting fittings shall be covered with a diffuser or shade or decorative cover, depending on the use of each one and the aesthetic requirements.

Lifts.
 Cap. 134.
 43 of 1964
 32 of 1972
 22 of 1982
 25 of 1989
 20 of 1990
 220 of 1991
 90(I) of 1996.

18. In businesses with lifts such lifts must be inspected in accordance with the Factories Laws and Regulations in force for the time being.

Fire Security.

19. Protection against fire must be secured in accordance with the guidelines of the Fire Service in force for the time being.

PART IV

RELATIONS BETWEEN BUSINESS AND GUESTS OBLIGATIONS OF ENTREPRENEUR

Obligations
 of Manager
 and staff.
 Complaints.

20.-(1) The Manager and the staff of the business shall behave with the utmost courtesy towards any guest, showing willingness and energy during the execution of their duties.

(2) The Manager, shall inter alia-

- (a) take care for the safeguarding, maintenance and good operation of the apartments of the business and the installations including the lift and movables of the business, supervise the staff for the perfect execution of their duties and shall take particular care for the proper behaviour of the staff towards any guest, his superior or his colleague;
- (b) take care for the compliance within the building of the business with the common rules of behaviour and decency on the part of the guests and visitors of same as well as the members of the staff, by interfering himself or, in case of need and when he deems it indispensable, by assisting in that behalf the competent police authority or any peace officer.

(3) In case of temporary absence of the Manager his duties, powers and responsibilities under paragraph (2), shall automatically be transferred to the owner of the business, whether he manages the business or not.

(4) In case of a complaint by a member of the staff against a guest or a visitor, the member of the staff shall report the complaint to his hierarchical superior or to the Manager, but he shall be expressly forbidden to refer directly to the guest or visitor concerned.

(5) Guests having any complaint against any member of the staff shall apply to the person who is hierarchically superior to him or to the Manager.

Contents of lease,
use of apartment.
Breakfast non-
compulsory.

21.-(1) Subject to the provisions of the remaining paragraphs of this Regulation the lease of the apartment by the Manager to the guest shall be the lease for a fixed price. Such lease shall be a single one and the lease of the apartment to more than one or by more than one guests shall be prohibited:

Provided that, the lease by the owner of the business includes the obligation of the owner of the business to supply in adequate supplies, free of extra charge to the guest, continuous supply of cold and hot water, electric current and necessary heating during the cold months of the year as well as any indispensable service of the business staff.

(2) The use of the apartment for accommodation shall be exclusively restricted to the guest who has leased the same and to the persons previous declared upon his arrival as accompanying persons or to the persons who fulfil the requirements for accommodation in accordance with subparagraph (c) of paragraph (1) of Regulation 37.

(3) The lease of an apartment by the Manager subject to the condition that the guest shall compulsorily receive any breakfast offered by the business shall be prohibited. Similarly the lease of an apartment subject to full or half board shall be prohibited.

Services rendered to
guests.

22.-(1) Every business, shall offer to the guests thereof the services of-

- (a) safe guarding the money and articles delivered thereto for safe custody;
- (b) a reception desk and a telephone exchange;
- (c) cleaning;
- (d) maintenance and repair as well as securing a continuous operation of the apparatus and installations in the apartment;
- (e) laundry and dry cleaning.

(2) Such services shall comply with the provisions of paragraphs (3) to (7).

(3) The Manager shall be responsible for the collection, safe custody and return of the money, valuables, jewellery and any valuable object delivered by and to the guests.

(4) Reception and telephone exchange services shall be part of the service to guests for daily relevant services.

(5) The cleaning services shall consist of-

- (a) the cleaning of the public spaces, in the same manner as in hotels as well as the cleaning and tidying of the apartments, excluding the utensils for preparation, serving or consuming meals where the responsibility for cleaning and tidying lies on the residents of every apartment for the utensils used thereby:

Provided that, such services shall be rendered daily, preferably in the morning as well as after the termination of a lease of the apartment, where the cleaning and tidying of the apartment shall also include the kitchen utensils, etc;

- (b) the replacing of the linen of every apartment in accordance with the provisions of subparagraph (b) of paragraph (2) of Regulation 16, including all items of the kitchen and sitting and dining space made out of cloth.

(6) The business shall offer to the guests thereof laundry and cleaning services either by its own installations or otherwise, on payment upon presentation of the bill.

(7) The staff employed at the reception desk or elsewhere, which comes into direct contact with the guests shall be suitably trained to perform the duties thereof and shall wear, while on duty, the uniforms prescribed for each class of special duties by the Manager.

Lease of unspecified time, commencement.

23.-(1) The lease of the apartment shall be valid for one day, unless otherwise expressly agreed between the manager and the guest.

(2) The aforesaid lease shall commence as from two o' clock in the afternoon unless otherwise expressly agreed. A guest arriving at the business before such hour may use the leased apartment provided it is not occupied by another guest.

Renewal and termination of lease.

24. In case the duration of the lease is not expressly agreed upon between the Manager and guest, such lease shall be deemed to be mutually renewed for every following day, provided that on the previous day, the Manager does not notify the guest that the lease shall be terminated and the guest does not notify the Manager that he will not continue the same. Such notice if given within the same day, shall be valid only for the following day.

Evacuation of apartment, expulsion of guest.

25.-(1) When the lease of the apartment is terminated the guest shall be bound to evacuate the apartment not later than 12.00 noon of the day of his departure. A stay beyond such hour, with the approval or indulgence of the Manager, till 6.00 p.m. shall render the guest liable to pay one half of the rent for one day. A stay beyond such latter hour shall render the guest liable to pay the whole rent for one day.

(2) In case where the guest refuses to evacuate the apartment occupied by him after the termination of the lease, the Manager shall be entitled to expel him and remove his luggage from the apartment.

Lease for a specified period.

26.-(1) Where an apartment has been leased for a certain period the Manager shall not be allowed to terminate the lease before the expiration of the agreed period, unless the guest-

- (a) commits a serious breach of the provisions of these Regulations;
- (b) becomes ill of a contagious or other disease constituting or undoubtedly capable of constituting danger or causing intense nuisance to the other guests of the business;
- (c) commits acts contrary to the public morals.

(2) The guest shall keep the apartment until the expiration of the agreed period of the lease, otherwise he must pay to the business by way of compensation a sum equal to one half of the total lease for the remaining days.

(3) The provisions of paragraph (2) of Regulation 23 and Regulation 25 shall be applicable in case of an apartment leased for a specified period.

Reservation of an apartment.

27.-(1) Provided the Manager has vacant apartments, he shall be bound to accept the reservation of the apartment, which was reserved in person or by telephone, in writing, by telegram or fax order, but he shall be entitled to ask for an advance payment not exceeding the rent for one day, during low season and for three days during high season.

(2) Where the Manager is unable to make the reservation, he must notify the applicant, at least 15 days before the guest's date of arrival.

(3) The guest must accept the apartment reserved by him or through a third person by his authority, unless the reserved apartment is not in accordance with the request.

(4) As regards the reservation, it shall be necessary to fix the date and as far as possible the exact time of the guest's arrival and to give the full address of the applicant.

(5) Where an apartment or apartments had been agreed to be let and on the date of the guest's arrival the Manager does not have the number of the apartments thus agreed to be let, he shall be considered as having fulfilled his obligation only if he had secured before the guest's arrival an equal number of similar apartments in another business situated in the same town or area.

In such case the Manager shall be bound to pay the transport expenses of the guest or guests to the other business. If the Manager cannot satisfy the guest he shall compensate him by the payment of the total charge for accommodation for the reservation made:

Provided that, the maximum indemnity shall not exceed the charge for three days lease.

Non use of reserved apartment.

28. A person who has reserved an apartment and not used it without notice must compensate the business by paying the lease for one day, during low season and the lease for three days during high season:

Provided that, the above obligation shall not exist where the guest notifies the entrepreneur at least seven days before the date of commencement of the reservation.

Calculation of rent.

29.-(1) For the purpose of calculating the rent payable by the guest, the day of arrival shall be taken into account as if the whole day has been spent in the apartment irrespective of the actual time of arrival of the guest, whereas the day of departure shall not be calculated provided the guest shall have vacated the room before twelve noon.

(2) If the guest stays in the apartment after twelve noon the provisions of Regulation 25 shall apply.

List of fixed prices.

30.-(1) In every apartment at a conspicuous place thereof, there shall be a list by the Organisation, indicating the number of the apartment, the number of the beds thereof or the fixed price for leasing the same, according to subsection (2) of section 10 of the Law and Regulation 7 of these Regulations, as well as any other particular which may be prescribed by the Board of Directors.

(2) It shall be prohibited for the Manager to charge greater sums or to grant reductions exceeding those approved by the Organization and to record false or incorrect particulars or prices in the aforementioned list. A person who contravenes the provisions of this paragraph shall be guilty of an offence and shall be liable to the penalties provided by these Regulations.

Tables and price lists of food, beverages and telephone calls.

31. In every public space of the business, where food and beverages are served, there shall be displayed at a conspicuous place of the said space, price lists of such food and beverages and there shall be available in such spaces price lists thereof.

As regards telephone call charges the business shall be bound to apply the fees prescribed by the Telecommunications Authority.

Payment of bills.

32.-(1) The bills of guests shall be settled on presentation.

(2) Delay in payment of the bills shall entitle the Manager, besides expulsion to exercise the right to keep upon the departure of the guest all articles delivered by him for safe custody as well as all articles brought into the apartment by him, excluding the articles he and the persons accompanying have on their person.

Declaration of ill guests.

33.-(1) Where a guest has been infected by an infectious or contagious disease, the family of the patient and his treating doctor, shall notify the Manager, the nearest Police Station and the Health Centre, where such centre exists.

(2) The person who contravenes the provisions of paragraph (1) shall be guilty of an offence and shall be liable to the penalties provided by these Regulations.

Restoration of
damages.

34.-(1) In the event of a guest's illness from an infectious or contagious disease, insanity or death within the business premises, from natural or other causes etc., the business shall be entitled to be compensated by the guest or his beneficiaries for the actual damage suffered or expenses incurred by him for disinfecting the apartment, replacing the bedding and similar articles.

(2) The guest shall be liable to the full for every damage or injury caused to the business, by him or his visitors or the staff in his service or any other person for whom the guest is responsible (for breaking of glass and porcelain articles, wash-basins etc, for damage to furniture, carpets, clothing and similar articles), and he shall be responsible for notifying forthwith the Manager for every such damage or injury caused in the apartment.

(3) The liability of the guest referred to in paragraph (2) shall continue for the period during which he is a lessee of the apartment and continues to reside therein, but does not extend to any damage, destruction or loss caused by the usual use or fault of the article.

Maintenance of
equipment. repairs.

35.-(1) The guest shall from time to time permit the Manager and any other person authorised by him to enter the apartment occupied by him for inspection, maintenance or repair of the installations, machinery, furniture and other articles of the apartment.

(2) It shall be prohibited for the guest to effect any repair in the apartment, even of minor importance, without the prior written approval of the Manager, who may refuse to give such approval.

(3) Where the Manager ascertains damage beyond that caused by the usual use, destruction or loss of an article for which the guest is liable, an assessment shall be made by the Manager and the guest shall be called to restore the damage for which he is liable in accordance with the provisions of paragraph (2) of Regulation 34.

Obligations of
guests.
Registration cards.
Agreement of lease.

36.-(1) The guest shall-

- (a) complete and sign prior to his entry in the leased apartment-
 - (i) the guests' registration card prescribed by the Authorities;
 - (ii) the agreement of lease in accordance with the provisions of Regulation 38 and the inventory accompanying the same, if this is required by the Manager;
- (b) deliver to the reception desk the key of his apartment every time he leaves the business.

(2) The Manager shall not accept guests refusing to complete and sign the registration card prescribed by the authorities and the similar card in the case of sub-paragraph (c) of paragraph (1) of Regulation 37, otherwise he shall be guilty of an offence and shall be liable to the penalties provided by these Regulations.

Restrictions of guest
and minors liability.

37.-(1) It shall be prohibited for a guest-

- (a) to bring into the apartments without the written consent of the Manager first obtained, additional articles of furniture, installations, machinery and generally of the articles in the apartment, and to bring or use therein any article which might cause danger to the life, safety or health of the other residents and the persons employed in the business or might cause danger to the building of the business and the furniture, installation etc, therein;
- (b) to use, directly or indirectly, the apartments or the public spaces of the building of the business, in such manner as to be incompatible with the usual use thereof according to the existing Laws and Regulations or to cause nuisance to the other residents;
- (c) to accommodate in the apartment, without the Manager's knowledge or with his indulgence, persons other than those registered in the registration card of the guest. Where such necessity arises the guest shall notify in time the Manager and, before such persons are accommodated in the apartment, there shall be completed and signed a new registration card of the guest:

Provided that, the Manager shall have discretion to accept or refuse accommodation to such persons and he may refuse without giving reason for such refusal, except only in the case where he shall have been suitably notified before the arrival of the guest who has leased the apartment or, at the latest, upon such arrival;

- (d) to keep any animal in the apartment without the approval of the Manager first obtained.

(2) The parents or guardians accompanying a minor or where there are no such parents or guardians or in their absence, the lessee of the apartment where the minor stays, shall be liable for any contravention of the provisions of these Regulations committed by the minor.

Agreement of
lease. Inventory.

38.-(1) Every business may apply a system of signing a private agreement of lease concluded between the business and the guest, for each lease of an apartment.

(2) Such agreement where one exists-

- (a) shall not be contrary to the provisions of the Law and these Regulations. Where the agreement is contrary to these the same shall be void;

- (b) shall be compulsorily written in Greek and in English and may also be written in any other language, in two copies and each of the parties to the agreement shall receive one copy thereof;
- (c) may, subject to the restrictions of sub-paragraph (a) of this paragraph, include any additional term which may be proposed by either of the parties and may be accepted by the other:

Provided that, the Manager signing the agreement shall bear the responsibility for indicating to the contracting guest any such case of the contract to be signed being set aside by reason of any such term which may be included:

Provided further that, any matters arising from the said agreement, which are not regulated by the Law and these Regulations, shall be subject to the provisions of any other Law or Regulation in force for the time being;

- (d) shall necessarily be accompanied by an inventory of the articles in the leased apartment or, in the case of an agreement referring to more than one apartment, by one inventory for each of the apartments to be leased:

Provided that, the guest shall, by signing the inventory or inventories and not reporting to the Manager or, where there is no Manager or he is absent or impeded, to a member of the staff at the reception desk or the porter' s hall of the business during the first two hours, after he has entered the apartment, denote his satisfaction as to the articles prescribed therein and the good condition thereof regarding maintenance and operation of the same;

- (e) shall be kept by the business for a period of at least one year from the expiration of the lease contained therein.

PART V RELATIONS CONCERNING TOURISM AND TRAVEL OFFICES AND BUSINESSES

Relations, between
Tourism and Travel
offices and
Businesses.
Official Gazette
of the Republic,
Supplement III (I):
21.3.80
7.11.80.

39. The provisions of the Agreement (as set out in Part II of Fifth Table of the Tourist Occupations and Associations Regulations, 1980) which govern the relations between Offices of Tourism and Travel and Hotels, or any future amendments thereof, as well as those referred to by the Tourist Occupations Regulations shall have full legal validity.

**FIRST TABLE
FORM OF LICENCE
(Regulation 4(2))**

Number of Licence

**CYPRUS TOURISM ORGANISATION
LICENCE TO OPERATE THE BUSINESS
OF HOTEL APARTMENTS**

I. Pursuant to the provisions of the Hotels and Tourist Establishments Laws, 1969 to 1985 and the Regulations made thereunder, is hereby granted to
a licence to operate the business of Hotel Apartments situated athaving
a capacity of apartments, under
the name

II. Numbers of Apartments
(STUDIO)single-bedroomtwin-bedroom and over.....)

III. This licence shall be valid for one year and shall expire on the 31st of December 19.....

Fee payable £.....

Nicosia the..... 19.....

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Director-General
Cyprus Tourism Organisation.

Official Gazette,
Supplement III (I):
18.6.99.*

**SECOND TABLE
LICENCE FEES
(Regulation 4(4))**

1. Fees for a licence to operate the business of hotel apartments:

- (a) For studio apartments £20,00 annually.
- (b) For single-bedroom apartments £30,00 annually.
- (c) For twin-bedroom apartments and over £40,00 annually.

2. Fees for each copy of a licence, £1,00.

* These Regulations shall come into force on 1st January 1999.