

APPLICATION FOR LONG-TERM COMMERCIAL USE OF BEACHES

NOTE TO APPLICANTS

Under The Virgin Islands Beach Policy 2020, Commercial Use of the beach is defined as “use of the beach for business activity.” Long-term Commercial Use is not event-driven and is beyond the “Temporary Commercial Use” period which is typically two days.

All persons wishing to engage in Long-term Commercial Use of beaches are required to complete this application form as the first step for approval to operate at the beach. A successful application will result in the Ministry of Environment, Natural Resources and Climate Change (the Ministry) issuing of a Conditional Letter of Approval. After receipt of a Conditional Letter of Approval, the applicant must then acquire and submit to the Ministry all other permissions, permits or licences required to operate before final approval is given by issuance of a Beach Use Permit. Subsequently, operations can begin in keeping with the Permit conditions. The additional permissions/permits/licences required will be indicated in the Conditional Letter of Approval and in all cases will include a valid Trade Licence for the specific beach.

Completing the Application

This application form is available as a fillable PDF which is the preferred method for completion. This application may also be completed by hand in blue or black ink, ensuring that handwriting is legible. All information requested must be provided for the application to be considered complete. The application form should be accompanied by valid photo identification. A covering letter is optional. Submission of a business plan with more details about the business is optional.

Submitting the Application

This application may be submitted to the Ministry electronically via email at menrcc@gov.vg or in hard copy to the Ministry’s office. Applicants with questions can contact the Ministry at 1-284-468-2147.

Consideration of the Application

Applications will be evaluated by the Ministry and, where necessary, the multi-agency Technical Review Committee (TRC) chaired by the Ministry against the Beach Policy and any beach management plans. Standard criteria will be used to assess public safety, environmental impact, aesthetic impact, social impact, economic benefit and capacity/operational considerations. This application form is designed to capture the information required for evaluation of all criteria. All required information must be provided before applications are considered. Applicants will be advised of incomplete applications or of cases where additional information beyond that required on the standard application form may be required based on the nature of the application.

Applicants can expect a confirmation of receipt of their application which will indicate an anticipated processing time. Applications are typically processed within six (6) weeks of receipt.