



TOURIST DWELLINGS INFORMATION (HUT)

You can find all the documents and the updates in www.begur.cat. At *SERVICES / ECONOMIC PROMOTION / REGULATION OF TOURIST DWELLINGS*.

APPLICABLE LAW: according to 159/2012 decree from 20th November tourist dwellings requires the prior communication of activity on the Town Hall.

1. WHAT IS A TOURIST DWELLING?

Definition and when is applied:

- Give accommodation by the owner, directly or indirectly to a third party in exchange of money
- The HUT is given entire
- The owner cannot live on it while rented
- It cannot be occupied by more people than the indicated on the
- When the occupancy is the same or inferior of 31 days, or the tourist dwelling it is rented more than 1 time per year

Requirements and services:

- It has to be enough furnished and with the basic utensils and devices
- Certificate of occupancy valid
- In a visible place inside the tourist dwelling it has to be showed the following information:
 - Number of the HUT registration by la Generalitat de Catalunya and the registration number of the town hall of Begur (*registre d'entrada*)
 - Telephone number of the maintenance or assistance 24h
 - Poster of the availability of complaint form

2. COMUNICATION OF THE CERTIFICATE OF DISCHARGE

Present the request properly filled and a copy of the valid certificate of occupancy at:

Ajuntament de Begur - Registre d'Entrada (entrance register)

Plaça de l'Església, 8 - 17255 Begur

Timetable: from Monday to Friday de 9 h a 14 h and Tuesday de 16 h a 20 h.
(except from 15th June to 15th September)

Methods to present the documents: in-person, registered post or through the website of the town hall with an electronic signature.

The Town Hall will communicate the certificate of discharge or the cancellation of tourist dwelling register to Direcció General de Turisme de la Generalitat de Catalunya, when presented in the entrance register in the Begur Town Hall



"Regarding to the new law Llei 39/2015, d'1 d'octubre, del Procediment Administratiu Comú de les Administracions Públiques, all the legal entities (enterprises, associations, entities, etc...) are obligated to have a electronic relation with all the Public Administrations on making any procedure of the administration. Due to this, they have to make all the procedures in a telematics way through Seu Electrònica (<https://begur.eadministracio.cat/info.3>) by using their digital certificate which proves them as an Enterprise."

Begur Town Hall does not apply any tax for this process.

To manage any data of the tourist dwelling or to process paperwork the discharge of the tourist dwelling, it has to be presented the request in the entrance register of the Town Hall.

The request of cancellation of the tourist dwelling has to be presented by the owner.

Contact with Serveis Territorials of Girona, at this telephone 872 975 000 (tourism area) for enquiries.

La Generalitat de Catalunya will notify by email to the email address that you give at the beginning of the owner or the person who will manage the tourist dwelling.

3. DISCHARGE TO MOSSOS d'ESQUADRA

The owner or the manager has to notify to Direcció General de Policia (police) the information of all the guests by Mossos d'Esquadra website (ORDRE IRP/418/2010)

- Alta: https://registreviatgers.mossos.gencat.cat/mossos_hotels/AppJava/formularialta.do?reqCode=create
- Present the form to the same website of the form, after filling it it is necessary to print it out for the signature, and after scan it to send it through the website.
- Once presented the form, you will receive by mail a username and password to register all the guests through internet
- All the guests have to be registered and presented before 24 hours of the
- Under 14 years old: only name and day of birth
- For further information contact with Mossos d'Esquadra office

4. TOURISTIC TAX

Tourist dwellings are subduced to the tax of stay in touristic establishments of Catalonia. Law 5/2017, from 28th march, (from 22 to 50 articles) referred to the tourist tax:

- The rate applied from now on is: **0,90 €**
- For the tourist dwellings this tax is a maximum of 7 units of stay per person
- People equal or less than 16 years old are exempt of this tax
- For any enquiry call to Serveis Territorials de Girona: 872 975 000



5. AUTOLIQUIDATION OF THE TOURIST TAX TO AGÈNCIA TRIBUTÀRIA DE CATALUNYA

- Biannual payment to Agència Tributària de Catalunya
- The liquidation is for semesters:
 - From 1st April to 30th September of the same year (submission from 1st to 20th October)
 - From 1st October to 31th March of the next year (submission from the 1st to 20th April)
- The [model form is 950](#) you will find it at www.atc.gencat.cat
- You can present this form to Agència Tributària de Catalunya or to the banks collaborators with the entity

6. COMPLAINTS AND FINES

- When renting without being registered to Registre de Turisme de Catalunya (RTC).
- Not collecting the touristic tax
- Not paying the touristic tax
- Not declaring on the annual tax return

You can inform against an establishment at:

L'Associació Turística d'Apartaments de la Província de Girona

Tel: 972 220 927

intrusisme@apartamentsandvillasgirona.org



INFORMATION NO OBLIGATORY

7. CATEGORITZATION

A tourist dwelling can be categorized, if and when it is legalized and registered in the Registre de Turisme de Catalunya (RTC).

The categorization of a tourist dwelling it is voluntarily and defines the identification of services and characteristics of it. There are 5 categories identified by keys (24449/2013).

- Cost 144,45 € per establishment
- In case of being more than one in the same building the price is 50% from the second on
- Renovation each 5 years

8. CERTIFICATE OF ENERGETIC EFFICIENCY

Royal Decree 235/2013 from 5 April approved the basic procedure for the Certification of Energetic Efficiency of the buildings, for the new buildings as well as the existing.

It is necessary to have this certificate when:

- The amount of the annual rents exceed 4 months or the consumption exceed the 25% of the annual consumption

For further information contact with:

- Institut Català d'Energia (Generalitat de Catalunya) Tel. 93 622 05 00
www.gencat.cat/icaen
- Col.legi d'Arquitectes de Girona. Tel. 972 41 27 27 www.coac.net/Girona
- Col.legi d'Aparelladors de Girona. Tel. 972 21 18 54 www.aparellador.cat.