

Procedures for submitting a visit request and renewing the accreditation certificate for testing and filling stations

The applicant should send the documents listed below in a One PDF file via <mailto:ss.serv@cdws.travel> for South Sinai and Cairo, and <mailto:rs.serv@cdws.travel> for the Red Sea governorate and Alexandria or via WhatsApp on the number (+201223250555) for the South Sinai and Cairo or on (+201277911288) for the Red Sea and Alexandria, considering completing all the following documents:

- A visit request (regular or urgent) is sent via email or in the WhatsApp message
- The [attached](#) request for the visit after completing its full information, signing it, stamping it with the facility's stamp and resending it.
- A tax cards
- A recent commercial registration (less than one year)

In case of replacing the technical manager:

The company must accredit/employ the responsible technical manager and send the required documents, as following:

- 1- Copy of passport (for foreigners) or copy of the national ID (for Egyptians) considering that the age of the applicant should not be less than 25 years old
- 2- Copy of the education certificate (at least high school certificate)
- 3- Clear criminal record (in the name of the Ministry of Tourism (Copy of work permit for foreigners or form no 4 foreigners)
- 4- A copy of the approved technical certificate.

Documents will be reviewed, and reply will be sent within maximum two working days in the case of completing the documents with the technical manager will be communicated to determine the date of the visit.

If the visit is successful, the legal representative or the technical manager will be reached out in a period of maximum two working days to pay for the service and determine the date of delivery of the accreditation certificate.



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